


**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

13 November 9, 2010

  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Los Angeles County  
Board of Supervisors

Gloria Molina  
First District

Mark Ridlev-Thomas  
Second District

Zev Yaroslavsky  
Third District

Don Knabe  
Fourth District

Michael D. Antonovich  
Fifth District

November 09, 2010

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

John F. Schunhoff, Ph.D.  
Interim Director

Gail V. Anderson, Jr., M.D.  
Interim Chief Medical Officer

**AMENDMENTS TO HOUSEKEEPING SERVICES AGREEMENTS  
(ALL DISTRICTS)  
(3 VOTES)**

313 N. Figueroa Street, Suite 912  
Los Angeles, CA 90012

Tel: (213) 240-8101  
Fax: (213) 481-0503

**SUBJECT**

[www.dhs.lacounty.gov](http://www.dhs.lacounty.gov)

*To improve health*

*through leadership,*

*service and education.*

Request approval to extend the term of four Proposition A Agreements with Servicon Systems, Inc. for the continued provision of housekeeping services at various Department of Health Services and Department of Public Health facilities.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and instruct the Chair of the Board, to sign the attached Amendment No. 5 to Agreement No. 75053 with Servicon Systems, Inc. (Servicon) effective upon Board approval to extend the term of the Agreement for the period of December 1, 2010 through February 28, 2011, for the continued provision of housekeeping services at Department of Health Services (DHS) Olive View-UCLA Medical Center; Mid-Valley Comprehensive Health Center; and San Fernando Health Center for a cost of \$1,124,149 plus the provision of the five percent monthly fund set aside for unscheduled work, for an additional cost of \$51,813 and Department of Public Health (DPH) Burbank, Glendale, North Hollywood, and; Pacoima Health Centers, for a cost of \$32,546 plus the provision of the five percent monthly fund set aside for unscheduled work, for an additional cost of \$1,588, for a total Contract Sum of \$1,210,095 for the three month extension.



2. Approve and instruct the Chair of the Board, to sign the attached Amendment No. 5 to Agreement No. 75054 with Servicon effective upon Board approval to extend the term of the Agreement for the period of December 1, 2010 through February 28, 2011, for the continued provision of housekeeping services at DHS High Desert Multi-Service Ambulatory Care Center, Antelope Valley Health Center, Lake Los Angeles Community Clinic, Littlerock Community Clinic, and South Valley Health Center for a cost of \$218,253 plus the provision of the five percent monthly fund set aside for unscheduled work, for an additional cost of \$10,792, and the DPH Acton Health Clinic, and Warm Springs Health Clinic for a cost of \$28,124 plus the provision of the five percent monthly fund set aside for unscheduled work, for an additional cost of \$1,406 for a total Contract Sum of \$258,575 for the three month extension.

3. Approve and instruct the Chair of the Board, to sign the attached Amendment No. 6 to Agreement No. 75055 with Servicon effective upon Board approval to extend the term of the Agreement for the period of December 1, 2010 through February 28, 2011, for the continued provision of housekeeping services at Harbor UCLA Medical Center, Long Beach Comprehensive Health Center and Lomita Family Health Center for a cost of \$1,255,298 plus the provision of the five percent monthly fund set aside for unscheduled work, for an additional cost of \$57,655 for a total Contract Sum of \$1,312,953 for the three month extension.

4. Approve and instruct the Chair of the Board, to sign the attached Amendment No. 6 to Agreement No. 75056 with Servicon effective upon Board approval to extend the term of the Agreement for the period of December 1, 2010 through February 28, 2011, for the continued provision of housekeeping services at the DHS Administrative Offices-Commerce, El Monte Comprehensive Health Center, and La Puente Health Center for a cost of \$182,790 plus the provision of the five percent monthly fund set aside for unscheduled work, for an additional cost of \$8,922, and the DPH Ruth Temple Health Center, Whittier Public Health Center, and Public Health Laboratory and Trailer for a cost of \$102,773 plus the provision of the five percent monthly fund set aside for unscheduled work, for an additional cost of \$4,956 for a total Contract Sum of \$299,441 for the three month extension.

5. Authorize the Interim Director of Health Services, or his designee, to further extend all four Agreements on a month-to-month basis for up to three months for the period of March 1, 2011, through May 31, 2011, under the same terms and conditions, for a DHS monthly cost of \$926,830, plus the provision of the five percent monthly fund set aside for unscheduled work, for an additional cost of \$43,060 and a DPH monthly cost of \$54,481, plus the provision of the five percent monthly fund set aside for unscheduled work for an additional cost \$2,650 for a monthly total of \$1,027,021.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of recommendations one through five will allow for the continued provision of housekeeping services at DHS and DPH facilities beyond the current Agreement expiration date of November 30, 2010. All of the Agreements are being extended to provide time to complete the Request for Proposals (RFP) process for housekeeping services.

When the RFP was released on April 30, 2010, it was anticipated that successor Agreements would be approved by your Board prior to November 30, 2010. Due to the volume and complexity of the questions received from potential proposers, DHS issued ten addendums to the RFP and extended the proposal due date from June 14, 2010 to August 19, 2010. Proposals have been received and are in the evaluation process. The recommended extensions will enable DHS to complete the evaluations, debrief proposers, negotiate the agreements, obtain Auditor-Controller approval of the required Prop A cost analysis, and return to your Board with recommendations for successor agreements.

The Department expects that successor Agreements will be approved and implemented prior to February 28, 2011. The recommendation of a further month-to-month extension for up to three months through May 31, 2011 will be implemented only if the timeframes for the transition to new agreements for all facilities is delayed.

The contractor has agreed to hold the same rates, terms and conditions, which includes all current County mandatory contracting requirements, for the proposed three month extension period.

The Auditor-Controller is required to review the cost analysis for any contract amendments that are greater than or equal to one million annually and if the Amendment is ten percent or more of the Annual Contract amount and if it is five hundred thousand or more. None of the Amendments met this requirement therefore the cost analysis was not reviewed by the Auditor-Controller (Attachment 2). DHS has determined that the Agreements continue to be cost effective and operationally feasible.

### **Implementation of Strategic Plan Goals**

The recommended actions support Goal 4, Health and Mental Health, of the County's Strategic Plan.

### **FISCAL IMPACT/FINANCING**

The total cost for December 1, 2010 through February 28, 2011 is \$2,780,490 for DHS and \$163,443 for DPH, plus five percent unscheduled work of \$129,181 for DHS and \$7,950 for DPH (Attachment 1).

The monthly cost for the additional month-to-month option March 1, 2011 through May 31, 2011, is \$926,830 for DHS and \$54,481 for DPH plus the five percent unscheduled work cost of \$43,060 for DHS and \$2,650 for DPH for a monthly total of \$1,027,021.

Funding is included in the Fiscal Year (FY) 2010-11 Final Budget for each Department and will be requested in the future fiscal year.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On August 10, 2004, your Board approved four Prop A, housekeeping services Agreements (Nos. 75053, 75054, 75055, and 75056) with Pedus Service after a competitive solicitation with an initial term of five years and delegated authority to extend on a month-to-month basis not to exceed six months.

On November 21, 2006, your Board approved amendments to assign the rights to each of the four housekeeping Agreements with Pedus Service to Servicon.

On August 25, 2009, the Interim Director of Health Services exercised his delegated authority to extend the term of each Agreement on a month-to-month basis for six months.

On February 16, 2010, your Board approved Amendments to extend the term of each of the four Agreements for six months; and delegated authority to the Interim Director of Health Services to extend the Agreements on a month-to-month basis for up to three months. On September 1, 2010, the Interim Director of Health Services exercised the delegated authority and extended the term of all four Agreements on a month-to-month basis for three months.

These Agreements may be terminated for convenience by the County in its sole discretion; with no less than ten (10) days after written notice is sent.

County Counsel has reviewed and approved the recommended Amendments set forth in Attachments 1 through 4 as to use and form.

#### **CONTRACTING PROCESS**

Not applicable.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommendations will ensure the continued provision of housekeeping services at DHS and DPH facilities.

The Honorable Board of Supervisors

11/9/2010

Page 5

Respectfully submitted,

A handwritten signature in black ink, appearing to read "John F. Schunhoff". The signature is fluid and cursive, with a large initial "J" and "S".

JOHN F. SCHUNHOFF, Ph.D.

Interim Director

KH:tvf

Enclosures

c: Chief Executive Office  
County Counsel  
Executive Office, Board of Supervisors  
Department of Public Health

HOUSEKEEPING SERVICES AGREEMENTS 75053, 75054, 75055, AND 75056  
COSTS FOR DEPARTMENT OF HEALTH SERVICES (DHS) AND DEPARTMENT OF PUBLIC HEALTH (DPH)  
FOR THREE MONTHS (DECEMBER 1, 2010 - FEBRUARY 28, 2011)

|                         | DHS 3 Month Total | DHS 5% Unscheduled<br>Work Fund for 3 months | DHS Subtotals | DPH 3 Month<br>Total | DPH 5%<br>Unscheduled<br>Work Fund for 3<br>Months | DPH Subtotals | Total       |
|-------------------------|-------------------|--|---------------|----------------------|--|---------------|-------------|
| <b>Agreement #75053</b> | \$1,124,149       | \$51,813                                     | \$1,175,961   | \$32,546             | \$1,588  | \$34,134      | \$1,210,095 |
| <b>Agreement #75054</b> | \$218,253         | \$10,792                                     | \$229,045     | \$28,124             | \$1,406  | \$29,531      | \$258,575   |
| <b>Agreement #75055</b> | \$1,255,298       | \$57,655                                     | \$1,312,953   | \$0                  | \$0  | \$0           | \$1,312,953 |
| <b>Agreement #75056</b> | \$182,790         | \$8,922                                      | \$191,712     | \$102,773            | \$4,956  | \$107,729     | \$299,441   |
| <b>Total</b>            | \$2,780,490       | \$129,181                                    | \$2,909,671   | \$163,443            | \$7,950  | \$171,393     | \$3,081,064 |

MONTH-TO-MONTH EXTENSION (1 MONTH)

|                         | DHS 1 Month Total | DHS 5% Unscheduled<br>Work Fund for 1 month | DHS Subtotals | DPH 1 Month<br>Total | DPH 5%<br>Unscheduled<br>Work Fund for 1<br>Month | DPH Subtotals | TOTALS      |
|-------------------------|-------------------|---|---------------|----------------------|---|---------------|-------------|
| <b>Agreement #75053</b> | \$374,716         | \$17,271                                    | \$391,987     | \$10,849             | \$529   | \$11,378      | \$403,365   |
| <b>Agreement #75054</b> | \$72,751          | \$3,597                                     | \$76,348      | \$9,375              | \$469   | \$9,844       | \$86,192    |
| <b>Agreement #75055</b> | \$418,433         | \$19,218                                    | \$437,651     | \$0                  | \$0   | \$0           | \$437,651   |
| <b>Agreement #75056</b> | \$60,930          | \$2,974                                     | \$63,904      | \$34,258             | \$1,652   | \$35,910      | \$99,814    |
| <b>Total</b>            | \$926,830         | \$43,060                                    | \$969,890     | \$54,481             | \$2,650   | \$57,131      | \$1,027,021 |

Department of Health Services  
 Prop A - Housekeeping Services  
 Cost Analysis Summary For Agreements #75053, #75054, #75055, AND #75056  
 December 1, 2010 through February 28, 2011

| Agreement #75053   |                                 |  |                                    |            |
|--|---------------------------------|--|------------------------------------|------------|
| Facilities: Olive View-UCLA MC, Mid-Valley HC, Burbank HC, Glendale HC, N. Hollywood HC, Pacoima HC, and San Fernando HC |                                 |  |                                    |            |
|  | Total Estimated Avoidable Costs | Total Contract Price (not including cost of Unscheduled Work Fund) | Estimated Savings From Contracting | Percentage |
| Total  | \$1,421,581                     | \$1,156,694  | \$264,886                          | 19%        |

| Agreement #75054   |                                 |  |                                    |            |
|--|---------------------------------|--|------------------------------------|------------|
| Facilities: High Desert Health Systems, Antelope Valley HC, Lake LA Community Clinic, Littlerock Community Clinic, South Valley HC, Action Health Clinic, and Warm Springs Health Clinic |                                 |  |                                    |            |
|  | Total Estimated Avoidable Costs | Total Contract Price (not including cost of Unscheduled Work Fund) | Estimated Savings From Contracting | Percentage |
| Total  | \$308,255                       | \$246,377  | \$61,878                           | 20%        |

| Agreement #75055   |                                 |  |                                    |            |
|--|---------------------------------|--|------------------------------------|------------|
| Facilities: Harbor-UCLA MC, Long Beach CHC, and Lomita Family HC |                                 |  |                                    |            |
|  | Total Estimated Avoidable Costs | Total Contract Price (not including cost of Unscheduled Work Fund) | Estimated Savings From Contracting | Percentage |
| Total  | \$1,469,222                     | \$1,255,298  | \$213,924                          | 15%        |

| Agreement #75056   |                                 |  |                                    |            |
|--|---------------------------------|--|------------------------------------|------------|
| Facilities: DHS Administrative Offices- Commerce, El Monte CHC, La Puente HC, Ruth Temple HC, Whittier Public HC, and Public Health Laboratory and Trailer |                                 |  |                                    |            |
|  | Total Estimated Avoidable Costs | Total Contract Price (not including cost of Unscheduled Work Fund) | Estimated Savings From Contracting | Percentage |
| Total  | \$355,756                       | \$285,563  | \$70,194                           | 20%        |

**EXHIBIT I**  
Agreement No. 75053-5

COUNTY OF LOS ANGELES – DEPARTMENT OF HEALTH SERVICES  
HOUSEKEEPING SERVICES AGREEMENT

Amendment No. 5

This Amendment is made and entered into this 9<sup>th</sup> day of November, 2010 by and between the COUNTY OF LOS ANGELES (hereafter "County"), and SERVICON SYSTEMS, INC. (hereafter "Contractor").

WHEREAS, on August 10, 2004, the County of Los Angeles and Pedus Service, entered into Agreement No. 75053 to provide Housekeeping Services at Olive View-UCLA Medical Center, Mid-Valley Comprehensive Health Center, and Burbank, Glendale, North Hollywood, Pacoima, and San Fernando Health Centers; and

WHEREAS, on November 21, 2006, the County of Los Angeles approved Amendment No. 1 to assign the rights of the Agreement with Pedus Service to Servicon Systems, Inc.; and

WHEREAS, on August 25, 2009, the Director exercised delegated authority as provided in Paragraph 8.4, CHANGE NOTICES AND AMENDMENTS, to approve Amendment No. 2 to extend the term of Agreement No. 75053 on a month-to-month basis for six (6) months; and

WHEREAS, on February 16, 2010, the County of Los Angeles approved Amendment No. 3 to extend the term of Agreement No. 75053 for six (6) months; and Authorize the Interim Director of Health Services, or his designee, to extend all four Agreements on a month-to-month basis for up to three months; and

75053  
Supplement No. 5



WHEREAS, on September 1, 2010, the Director exercised delegated authority as provided in Paragraph 8.4, CHANGE NOTICES AND AMENDMENTS, to approve Amendment No. 4 to extend the term of Agreement No. 75053 for three (3) months; and

WHEREAS, Agreement provides that changes in accordance to Paragraph 8.4, CHANGE NOTICES AND AMENDMENTS may be made in the form of an Amendment which is formally approved and executed by the parties.

NOW, THEREFORE, the parties agree as follows:

1. This Amendment shall become effective on approval by the Board of Supervisors.
2. The Agreement is hereby amended to add Subparagraph 4.6 in Paragraph 4.0, Term of Contract as follows:

“4.6 The term of this Contract is extended for an additional three (3) months for the period of December 1, 2010 to February 28, 2011, unless sooner terminated or extended, in whole or in part, as provided in this Contract. The County shall have the sole option to further extend the Contract term on a month-to-month basis, for three (3) months from March 1, 2011 to May 31, 2011. Each such extension shall be exercised at the sole discretion of the Director, or designee.”
3. The Agreement is hereby amended to add Subparagraph 5.1.3 and Subparagraph 5.1.4 in Paragraph 5.0, Contract Sum, as follows:

“5.1.3 For the three (3) month period December 1, 2010, through February 28, 2011, the Contract Sum shall not exceed \$1,156,694 as shown in Exhibit Budget Summary and Exhibits B-1a, B-2a, B-3a, B-4a, B-5b, B-6a, B-7a. The 5% monthly Unscheduled Work Fund for the three (3) month period shall be an additional \$53,401, for a total Maximum Contract Sum of \$1,210,095.

“5.1.4 For the three (3) month period from March 1, 2011 through May 31, 2011, the Contract Sum shall not exceed \$1,156,694 as shown in Exhibit Budget Summary and Exhibits B-1a, B-2a, B-3a, B-4a, B-5b, B-6a, B-7a. The 5% monthly Unscheduled Work Fund for the three (3) month period shall be an additional \$53,401 for a total Maximum Contract Sum of \$1,210,095. The Contract Sum grand total for all facilities shall not exceed \$2,420,190.”

4. This Agreement is hereby amended to replace Paragraph 5.7, Unscheduled Work Fund as follows:

“In addition to the Contract Sum set forth above, there shall be a yearly unscheduled work fund of up to 5% of the original Contract amount at time of Board approval, equaling \$17,800 per month for emergency or expanded coverage. Use of the unscheduled work funds shall be for Unscheduled Work as follows:

5.7.1 “Emergency” is defined as a situation wherein an immediate or quick response is necessary to prevent or lessen injury to persons or property, e.g., earthquake, broken pipes, and time are critical factors.

5.7.2 “Expanded” is defined as an unforeseen increase in the need for services, which does not substantially change the amount of scope of coverage, e.g., lengthening of office hours, set forth herein.

5.7.3 In both cases, use of the unscheduled work funds must be authorized in writing by County’s Project Director, upon prior approval as required in Sub-paragraph 3.8 – Unscheduled Work. In no event shall any annual total expenditure exceed the Contract Sum plus the Unscheduled Work Fund without prior express approval of County’s Board of Supervisors.

5.7.4 The Contractor shall invoice the County for the amounts agreed to between County and Contractor for the Unscheduled Work at the straight time or overtime rate, as applicable. The County must approve the services delivered by the Contractor. If the County does not approve in writing, no payment shall be due to the Contractor.”

- 5. Exhibit Budget Summary, Exhibit B-1a, B-2a, B-3a, B-4a, B-5b, B-6a, B-7a, are attached hereto and incorporated herein by reference.
- 6. Except for the changes set forth hereinabove, Agreement shall not be changed in any respect by this Amendment.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its Chair and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By: *[Signature]*  
Chair, Board of Supervisors

ATTEST:

SACHI A. HAMAI  
Executive Officer of the  
Board of Supervisors of  
The County of Los Angeles

SERVICON SYSTEMS, INC.  
CONTRACTOR

By: *[Signature]*  
Signature  
RICHARD MAHDESAN  
Printed Name  
GENERAL MANAGER  
Title

By: *[Signature]*  
Deputy

I hereby certify that pursuant to  
Section 25103 of the Government Code,  
delivery of this document has been made.

SACHI A. HAMAI  
Executive Officer  
Clerk of the Board of Supervisors

By: *[Signature]*  
Deputy

APPROVED AS TO FORM:

Andrea Sheridan Ordin  
County Counsel

By: *[Signature]*  
DORAINA MEYER  
Principal Deputy County Counsel



**ADOPTED**  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

18 NOV 9 2010

10-13-2010

*[Signature]*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

75053  
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HOUSEKEEPING SERVICES FOR AGREEMENT #75053  
THREE MONTHS (DECEMBER 1, 2010 - FEBRUARY 28, 2011)  
PLUS 3 MONTHS (MARCH 1, 2011 - MAY 31, 2011)  
BUDGET SUMMARY

|   | Olive View-UCLA<br>MC | Mid-Valley CHC | San Fernando HC | DHS<br>Subtotals | Burbank HC | Glendale HC | North Hollywood<br>HC | Pacoima HC | DPH<br>Subtotals | Totals    |
|---|-----------------------|----------------|-----------------|------------------|------------|-------------|-----------------------|------------|------------------|-----------|
| Monthly Base Amount<br>by Facility                      | \$356,780             | \$14,338       | \$3,598         | \$374,716        | \$1,829    | \$3,598     | \$1,823               | \$3,598    | \$10,849         | \$385,565 |
| Monthly Base 5%<br>Unscheduled Work<br>Fund by Facility | \$16,396              | \$700          | \$176           | \$17,271         | \$89       | \$176       | \$89                  | \$176      | \$529            | \$17,800  |

|  |             |          |          |             |         |          |         |          |          |             |
|--|-------------|----------|----------|-------------|---------|----------|---------|----------|----------|-------------|
| Total 3 Months<br>Amount by Facility                             | \$1,070,341 | \$43,014 | \$10,794 | \$1,124,149 | \$5,487 | \$10,794 | \$5,470 | \$10,794 | \$32,546 | \$1,156,694 |
| Total 5%<br>Unscheduled Work<br>Fund for 3 Months by<br>Facility | \$49,188    | \$2,099  | \$527    | \$51,813    | \$268   | \$527    | \$267   | \$527    | \$1,588  | \$53,401    |

|  |                    |
|--|--------------------|
| <b>Total for 3 Months Plus 5% Unscheduled Work<br/>Fund For All Facilities</b> | <b>\$1,210,095</b> |
|--|--------------------|

|  | Olive View-UCLA<br>MC | Mid-Valley CHC | San Fernando HC | DHS<br>Subtotals | Burbank HC | Glendale HC | North Hollywood<br>HC | Pacoima HC | DPH<br>Subtotals | Totals      |
|--|-----------------------|----------------|-----------------|------------------|------------|-------------|-----------------------|------------|------------------|-------------|
| Total 3 Months<br>Amount by Facility                 | \$1,070,341           | \$43,014       | \$10,794        | \$1,124,149      | \$5,487    | \$10,794    | \$5,470               | \$10,794   | \$32,546         | \$1,156,694 |
| Total 5%<br>Unscheduled Work<br>Fund for 3 Months by | \$49,188              | \$2,099        | \$527           | \$51,813         | \$268      | \$527       | \$267                 | \$527      | \$1,588          | \$53,401    |

|  |                    |
|--|--------------------|
| <b>Total for 3 Months Plus 5% Unscheduled Work<br/>Fund For All Facilities:</b>                | <b>\$1,210,095</b> |
| <b>Grand Total for 3 Months Plus 3 Months and<br/>Unscheduled Work Fund For All Facilities</b> | <b>\$2,420,190</b> |

**BUDGET SHEET FOR HOUSEKEEPING SERVICES****AT: Olive View-UCLA Medical Center**

New Budget sheet including the New ER area under the current living Wage

**DIRECT COST (List each staff classification)**

| <b>Payroll:</b>      | <b>FTE*</b> | <b>Hourly Rate (avg)</b> | <b>Monthly Salary</b> |
|----------------------|-------------|--------------------------|-----------------------|
| Director & Associate | 2.00        | \$ 25.63                 | \$ 8,919.24           |
| Supervisors          | 8.00        | \$ 15.38                 | \$ 21,408.96          |
| Admin Asst.          | 1.00        | \$ 10.25                 | \$ 1,783.50           |
| Housekeeper I & II   | 106.00      | \$ 9.63                  | \$ 177,699.24         |
| New ER Area          | 8.00        | \$ 9.63                  | \$ 13,404.96          |

**Total Salaries and Wages** \$ 223,215.90

\*FTE = Full Time Equivalent Positions

| <b>Employee Benefits</b> | <b>No. of Employees</b> | <b>Monthly Cost per FTE (avg)</b> |
|--------------------------|-------------------------|-----------------------------------|
| Medical Insurance        | 125.00                  | \$ 177.01                         |
| Holiday Reserve          | 114.00                  | \$ 36.85                          |
| Vacation & Sick Leave    | 114.00                  | \$ 96.72                          |

**Total Benefits** \$ 37,265.24

**Payroll Taxes (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)**

|               |              |
|---------------|--------------|
| FICA & MDCR   | \$ 19,927.14 |
| FUTA          | \$ 2,083.88  |
| SUI           | \$ 7,814.57  |
| CGL           | \$ 5,209.71  |
| Worker's Comp | \$ 28,190.80 |

**Total Payroll Taxes** \$ 63,226.10

**Supplies & Services**

|                    |             |
|--------------------|-------------|
| Uniforms           | \$ 1,250.00 |
| Paper Supplies     |             |
| Trash Liners       |             |
| Hand Soaps         |             |
| Walk Off Mats      |             |
| Vehicle/Allowance  |             |
| Gas/Oil            |             |
| Startup Equip      | \$ -        |
| Equip Repair       | \$ 150.00   |
| Equip Depreciation | \$ -        |
| Monthly Supplies   | \$ 6,983.27 |
| Trash Removal      | \$ 3,023.75 |
| Pest Control       | \$ 492.00   |
| P.Lot Sweeping     | \$ 492.00   |
| Window Cleaning    | \$ 307.50   |

**Total Supplies & Services** \$ 12,698.52

**TOTAL DIRECT COSTS** \$ 336,405.76

**INDIRECT COST (List all appropriate)**

|                                   |           |
|-----------------------------------|-----------|
| General Accounting/Bookkeeping    |           |
| Management Overhead (Specify)     |           |
| Other (Specify): Business License | \$ 175.00 |

**TOTAL INDIRECT COSTS** \$ 179.38

**TOTAL DIRECT AND INDIRECT COST** \$ 336,585.14

PROFIT (Please enter percentage:) 6.00% \$ 20,195.11

**TOTAL MONTHLY COSTS** \$ 356,780.25

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$16,395.86, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$356,780.25.

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: Mid Valley Health CenterDIRECT COST (List each staff classification)

| Payroll:                 | FTE* | Hourly Rate (avg) | Monthly Salary |
|--------------------------|------|-------------------|----------------|
| 0                        | 0.00 | \$ -              | \$ -           |
| Mid Valley Health Center | 4.00 | \$ 9.94           | \$ 6,919.98    |
|                          |      | \$ -              | \$ -           |

Total Salaries and Wages \$ 6,919.98

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 4.00             | \$ -                       |
| Holiday Reserve       | 4.00             | \$ 38.03                   |
| Vacation & Sick Leave | 4.00             | \$ 99.80                   |

Total Benefits \$ 551.32

Payroll Taxes (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|               |             |
|---------------|-------------|
| FICA & MDCR   | \$ 571.55   |
| FUTA          | \$ 59.77    |
| SUI           | \$ 224.14   |
| CGL           | \$ 149.43   |
| Worker's Comp | \$ 1,087.07 |

Total Payroll Taxes \$ 2,091.96

Supplies & Services

|                    |           |
|--------------------|-----------|
| Uniforms           | \$ 61.50  |
| Paper Supplies     | \$ 896.88 |
| Trash Liners       | \$ 410.00 |
| Hand Soaps         | \$ 397.19 |
| Walk Off Mats      | \$ 256.25 |
| Vehicle/Allowance  | \$ -      |
| Gas/Oil            | \$ -      |
| Startup Equip      | \$ -      |
| Equip Repair       | \$ 75.00  |
| Equip Depreciation |           |
| Monthly Supplies   | \$ 291.38 |
| Trash Removal      | \$ 768.75 |
| Pest Control       | \$ 397.19 |
| Mop Cleaning       | \$ 102.50 |
| Window Cleaning    | \$ 256.25 |

Total Supplies &amp; Services \$ 3,912.89

TOTAL DIRECT COSTS \$ 13,476.15

INDIRECT COST (List all appropriate)

|                                   |          |
|-----------------------------------|----------|
| General Accounting/Bookkeeping    |          |
| Management Overhead (Specify)     |          |
| Other (Specify): Business License | \$ 75.00 |
| TOTAL INDIRECT COSTS              | \$50.17  |

TOTAL DIRECT AND INDIRECT COST \$ 13,526.32

PROFIT (Please enter percentage:) 6.00% \$ 811.53

TOTAL MONTHLY COSTS \$ 14,337.85

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$699.50, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$14,337.85.

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: Burbank Health Center**DIRECT COST** (List each staff classification)

| Payroll:              | FTE* | Hourly Rate (avg) | Monthly Salary |
|-----------------------|------|-------------------|----------------|
| 0                     | 0.00 | \$ -              | \$ -           |
| Burbank Health Center | 0.50 | \$ 9.95           | \$ 865.65      |
|                       |      | \$ -              | \$ -           |

Total Salaries and Wages \$ 865.65

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 0.50             | \$ -                       |
| Holiday Reserve       | 0.50             | \$ 38.02                   |
| Vacation & Sick Leave | 0.50             | \$ 99.80                   |
| Total Benefits        |                  | \$ 68.91                   |

| Payroll Taxes (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.) |           |
|--|-----------|
| FICA & MDCR  | \$ 71.49  |
| FUTA   | \$ 7.48   |
| SUI  | \$ 28.04  |
| CGL  | \$ 18.69  |
| Worker's Comp  | \$ 135.16 |
| Total Payroll Taxes  |           |
|  | \$ 260.85 |

| Supplies & Services       |                    |
|---------------------------|--------------------|
| Uniforms                  | \$ 7.69            |
| Paper Supplies            | \$ 112.11          |
| Trash Liners              | \$ 51.25           |
| Hand Soaps                | \$ 49.65           |
| Walk Off Mats             | \$ 32.03           |
| Vehicle/Allowance         | \$ -               |
| Gas/Oil                   | \$ -               |
| Startup Equip             | \$ -               |
| Equip Repair              | \$ 9.38            |
| Equip Depreciation        |                    |
| Monthly Supplies          | \$ 36.42           |
| Trash Removal             | \$ 96.09           |
| Pest Control              | \$ 49.65           |
| Mop Cleaning              | \$ 12.81           |
| Window Cleaning           | \$ 66.63           |
| Total Supplies & Services | <u>\$ 523.71</u>   |
| TOTAL DIRECT COSTS        | <u>\$ 1,719.12</u> |

**INDIRECT COST** (List all appropriate)

|                                |                  |               |
|--------------------------------|------------------|---------------|
| General Accounting/Bookkeeping |                  |               |
| Management Overhead (Specify)  |                  |               |
| Other (Specify):               | Business License | \$ 75.00      |
| <b>TOTAL INDIRECT COSTS</b>    |                  | <b>\$6.27</b> |

TOTAL DIRECT AND INDIRECT COST \$ 1,725.39

PROFIT (Please enter percentage:) 6.00% \$ 103.52

TOTAL MONTHLY COSTS \$ 1,828.91

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$89.23, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$1,828.91.



## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: Glendale Health CenterDIRECT COST (List each staff classification)

| Payroll:               | FTE* | Hourly Rate (avg) | Monthly Salary |
|------------------------|------|-------------------|----------------|
| 0                      | 0.00 | \$ -              | \$ -           |
| Glendale Health Center | 1.00 | \$ 9.94           | \$ 1,729.56    |
|                        |      | \$ -              | \$ -           |

Total Salaries and Wages \$ 1,729.56

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 1.00             | \$ -                       |
| Holiday Reserve       | 1.00             | \$ 37.09                   |
| Vacation & Sick Leave | 1.00             | \$ 97.37                   |

Total Benefits \$ 134.47

Payroll Taxes (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|               |           |
|---------------|-----------|
| FICA & MDCR   | \$ 142.60 |
| FUTA          | \$ 14.91  |
| SUI           | \$ 55.92  |
| CGL           | \$ 37.28  |
| Worker's Comp | \$ 276.08 |

Total Payroll Taxes \$ 526.79

Supplies & Services

|                    |           |
|--------------------|-----------|
| Uniforms           | \$ 15.38  |
| Paper Supplies     | \$ 224.22 |
| Trash Liners       | \$ 102.50 |
| Hand Soaps         | \$ 99.30  |
| Walk Off Mats      | \$ 64.06  |
| Vehicle/Allowance  | \$ -      |
| Gas/Oil            | \$ -      |
| Startup Equip      | \$ -      |
| Equip Repair       | \$ 18.75  |
| Equip Depreciation |           |
| Monthly Supplies   | \$ 72.85  |
| Trash Removal      | \$ 192.19 |
| Pest Control       | \$ 99.30  |
| Mop Cleaning       | \$ 25.63  |
| Window Cleaning    | \$ 76.88  |

Total Supplies &amp; Services \$ 991.06

TOTAL DIRECT COSTS \$ 3,381.88

INDIRECT COST (List all appropriate)

|                                   |          |
|-----------------------------------|----------|
| General Accounting/Bookkeeping    |          |
| Management Overhead (Specify)     |          |
| Other (Specify): Business License | \$ 75.00 |

TOTAL INDIRECT COSTS \$12.55

TOTAL DIRECT AND INDIRECT COST \$ 3,394.43

PROFIT (Please enter percentage:) 6.00% \$ 203.67

TOTAL MONTHLY COSTS \$ 3,598.10

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$175.54, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$3,598.10.

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: North Hollywood Health Center**DIRECT COST (List each staff classification)**

| Payroll:                     | FTE* | Hourly Rate (avg) | Monthly Salary |
|------------------------------|------|-------------------|----------------|
| 0                            | 0.00 | \$ -              | \$ -           |
| North Hollywood Health Cente | 0.50 | \$ 9.95           | \$ 865.65      |
|                              |      | \$ -              | \$ -           |

**Total Salaries and Wages**      **\$ 865.65**

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 0.50             | \$ -                       |
| Holiday Reserve       | 0.50             | \$ 38.02                   |
| Vacation & Sick Leave | 0.50             | \$ 99.80                   |

**Total Benefits**      **\$ 68.91**

**Payroll Taxes (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)**

|               |           |
|---------------|-----------|
| FICA & MDCR   | \$ 71.49  |
| FUTA          | \$ 7.48   |
| SUI           | \$ 28.04  |
| CGL           | \$ 18.69  |
| Worker's Comp | \$ 118.24 |

**Total Payroll Taxes**      **\$ 243.94**

**Supplies & Services**

|                    |           |
|--------------------|-----------|
| Uniforms           | \$ 7.68   |
| Paper Supplies     | \$ 115.31 |
| Trash Liners       | \$ 51.25  |
| Hand Soaps         | \$ 51.25  |
| Walk Off Mats      | \$ 32.03  |
| Vehicle/Allowance  | \$ -      |
| Gas/Oil            | \$ -      |
| Startup Equip      | \$ -      |
| Equip Repair       | \$ 9.61   |
| Equip Depreciation |           |
| Monthly Supplies   | \$ 46.70  |
| Trash Removal      | \$ 96.09  |
| Pest Control       | \$ 51.25  |
| Mop Cleaning       | \$ 12.81  |
| Window Cleaning    | \$ 61.50  |

**Total Supplies & Services**      **\$ 535.48**

**TOTAL DIRECT COSTS**      **\$ 1,713.98**

**INDIRECT COST (List all appropriate)**

|                                   |          |
|-----------------------------------|----------|
| General Accounting/Bookkeeping    |          |
| Management Overhead (Specify)     |          |
| Other (Specify): Business License | \$ 75.00 |

**TOTAL INDIRECT COSTS**      **\$6.27**

**TOTAL DIRECT AND INDIRECT COST**      **\$ 1,720.25**

PROFIT (Please enter percentage:)      6.00%      **\$103.22**

**TOTAL MONTHLY COSTS**      **\$ 1,823.47**

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$88.96, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$1,823.47.

NOTE: Additional hrs that were added per week in the amount of \$1,249.21 was removed.

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: Pacoima Health Center**DIRECT COST** (List each staff classification)

| Payroll:              | FTE* | Hourly Rate (avg) | Monthly Salary |
|-----------------------|------|-------------------|----------------|
| 0                     | 0.00 | \$ -              | \$ -           |
| Pacoima Health Center | 1.00 | \$ 9.95           | \$ 1,731.30    |
|                       |      | \$ -              | \$ -           |

Total Salaries and Wages \$ 1,731.30

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 1.00             | \$ -                       |
| Holiday Reserve       | 1.00             | \$ 38.02                   |
| Vacation & Sick Leave | 1.00             | \$ 99.80                   |

Total Benefits \$ 137.82

**Payroll Taxes** (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|               |           |
|---------------|-----------|
| FICA & MDCR   | \$ 142.99 |
| FUTA          | \$ 14.95  |
| SUI           | \$ 56.07  |
| CGL           | \$ 37.38  |
| Worker's Comp | \$ 270.30 |

Total Payroll Taxes \$ 521.70

**Supplies & Services**

|                    |           |
|--------------------|-----------|
| Uniforms           | \$ 15.38  |
| Paper Supplies     | \$ 224.22 |
| Trash Liners       | \$ 102.50 |
| Hand Soaps         | \$ 99.30  |
| Walk Off Mats      | \$ 64.06  |
| Vehicle/Allowance  | \$ -      |
| Gas/Oil            | \$ -      |
| Startup Equip      | \$ -      |
| Equip Repair       | \$ 18.75  |
| Equip Depreciation |           |
| Monthly Supplies   | \$ 72.85  |
| Trash Removal      | \$ 192.19 |
| Pest Control       | \$ 99.30  |
| Mop Cleaning       | \$ 25.63  |
| Window Cleaning    | \$ 76.88  |

Total Supplies &amp; Services \$ 991.06

TOTAL DIRECT COSTS \$ 3,381.88

**INDIRECT COST** (List all appropriate)

|                                   |          |
|-----------------------------------|----------|
| General Accounting/Bookkeeping    |          |
| Management Overhead (Specify)     |          |
| Other (Specify): Business License | \$ 75.00 |

TOTAL INDIRECT COSTS \$ 12.55

TOTAL DIRECT AND INDIRECT COST \$ 3,394.43

PROFIT (Please enter percentage:) 6.00% \$ 203.67

TOTAL MONTHLY COSTS \$ 3,598.10

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$175.54, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$3,598.10.

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: San Fernando Health Center**DIRECT COST** (List each staff classification)

| Payroll:                   | FTE* | Hourly Rate (avg) | Monthly Salary |
|----------------------------|------|-------------------|----------------|
| 0                          | 0.00 | \$ -              | \$ -           |
| San Fernando Health Center | 1.00 | \$ 9.94           | \$ 1,729.56    |
|                            |      | \$ -              | \$ -           |

Total Salaries and Wages \$ 1,729.56

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 1.00             | \$ -                       |
| Holiday Reserve       | 1.00             | \$ 37.09                   |
| Vacation & Sick Leave | 1.00             | \$ 97.37                   |

Total Benefits \$ 134.47**Payroll Taxes** (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|               |           |
|---------------|-----------|
| FICA & MDCR   | \$ 142.60 |
| FUTA          | \$ 14.91  |
| SUI           | \$ 55.92  |
| CGL           | \$ 37.28  |
| Worker's Comp | \$ 276.08 |

Total Payroll Taxes \$ 526.79**Supplies & Services**

|                    |           |
|--------------------|-----------|
| Uniforms           | \$ 15.38  |
| Paper Supplies     | \$ 224.22 |
| Trash Liners       | \$ 102.50 |
| Hand Soaps         | \$ 99.30  |
| Walk Off Mats      | \$ 64.06  |
| Vehicle/Allowance  | \$ -      |
| Gas/Oil            | \$ -      |
| Startup Equip      | \$ -      |
| Equip Repair       | \$ 18.75  |
| Equip Depreciation |           |
| Monthly Supplies   | \$ 72.85  |
| Trash Removal      | \$ 192.19 |
| Pest Control       | \$ 99.30  |
| Mop Cleaning       | \$ 25.63  |
| Window Cleaning    | \$ 76.88  |

Total Supplies & Services \$ 991.06TOTAL DIRECT COSTS \$ 3,381.88**INDIRECT COST** (List all appropriate)

|                                   |          |
|-----------------------------------|----------|
| General Accounting/Bookkeeping    |          |
| Management Overhead (Specify)     |          |
| Other (Specify): Business License | \$ 75.00 |

TOTAL INDIRECT COSTS \$ 12.55TOTAL DIRECT AND INDIRECT COST \$ \$3,394.43PROFIT (Please enter percentage:) 6.00% \$ 203.67TOTAL MONTHLY COSTS \$ 3,598.10

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$175.54, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$3,598.10.

**EXHIBIT II**  
Agreement No. 75054-5

COUNTY OF LOS ANGELES – DEPARTMENT OF HEALTH SERVICES  
HOUSEKEEPING SERVICES AGREEMENT

Amendment No. 5

This Amendment is made and entered into this 9<sup>th</sup> day of November, 2010 by and between the COUNTY OF LOS ANGELES (hereafter "County"), and SERVICON SYSTEMS, INC. (hereafter "Contractor").

WHEREAS, on August 10, 2004, the County of Los Angeles and Pedus Service, entered into Agreement No. 75054 to provide Housekeeping Services at High Desert Health System, Antelope Valley Health Center, Lake Los Angeles Community Clinic, Littlerock Community Clinic, South Valley Health Center; and

WHEREAS, on November 21, 2006, the County of Los Angeles approved Amendment No. 1 to assign the rights of the Agreement with Pedus Service to Servicon Systems, Inc., increase cleaning services for the warehouse at Department of Health Services High Desert Health System, and to add housekeeping services at the Department of Public Health's Acton and Warm Springs Health Clinics; and

WHEREAS, on August 25, 2009, the Director exercised delegated authority as provided in Paragraph 8.4, CHANGE NOTICES AND AMENDMENTS, to approve Amendment No. 2 to extend the term of Agreement No. 75054 on a month-to-month basis for six (6) months; and

WHEREAS, on February 16, 2010, the County of Los Angeles approved Amendment No. 3 to extend the term of Agreement No. 75054 for six (6) months; and Authorize the Interim Director of Health Services, or his designee, to extend all four Agreements on a month-to-month basis for up to three months; and

75054  
Supplemental Agreement  
w

WHEREAS, on September 1, 2010, the Director exercised delegated authority as provided in Paragraph 8.4, CHANGE NOTICES AND AMENDMENTS, to approve Amendment No. 4 to extend the term of Agreement No. 75054 for three (3) months; and

WHEREAS, Agreement provides that changes in accordance to Paragraph 8.4, CHANGE NOTICES AND AMENDMENTS may be made in the form of an Amendment which is formally approved and executed by the parties.

WHEREAS, Agreement provides that changes in accordance to Paragraph 8.4, CHANGE NOTICES AND AMENDMENTS may be made in the form of an Amendment which is formally approved and executed by the parties.

NOW, THEREFORE, the parties agree as follows:

1. This Amendment shall become effective on approval by the Board of Supervisors.
2. The Agreement is hereby amended to add Subparagraph 4.6 in Paragraph 4.0, Term of Contract as follows:

“4.6 The term of this Contract is extended for an additional three (3) months for the period of December 1, 2010 to February 28, 2011, unless sooner terminated or extended, in whole or in part, as provided in this Contract. The County shall have the sole option to further extend the Contract term on a month-to-month basis, for three (3) months from March 1, 2011 to May 31, 2011. Each such extension shall be exercised at the sole discretion of the Director, or designee.”

3. The Agreement is hereby amended to add Subparagraph 5.1.3 and Subparagraph 5.1.4 in Paragraph 5.0, Contract Sum, as follows:

“5.1.3 For the three (3) month period December 1, 2010, through February 28, 2011, the Contract Sum shall not exceed \$246,377 as shown in Exhibit Budget Summary and Exhibits B-1c, B-2b, B-3a, B-4a, B-5a, B-6, B-7. The 5% monthly Unscheduled Work Fund for the three (3) month period shall be an additional \$12,198, for a total Maximum Contract Sum of \$258,575.

“5.1.4 For the three (3) month period from March 1, 2011 through May 31, 2011, the Contract Sum shall not exceed \$246,377 as shown in Exhibit Budget Summary and Exhibits B-1c, B-2b, B-3a, B-4a, B-5a, B-6, B-7. The 5% monthly Unscheduled Work Fund for the three (3) month period shall be an additional \$12,198 for a total Maximum Contract Sum of \$258,575. The Contract Sum grand total for all facilities shall not exceed \$517,151.”

4. This Agreement is hereby amended to replace Paragraph 5.7, Unscheduled Work Fund as follows:

“In addition to the Contract Sum set forth above, there shall be a yearly unscheduled work fund of up to 5% of the original Contract amount at time of Board approval, equaling \$4,066 per month for emergency or expanded coverage. Use of the unscheduled work funds shall be for Unscheduled Work as follows:

5.7.1 “Emergency” is defined as a situation wherein an immediate or quick response is necessary to prevent or lessen injury to persons or property, e.g., earthquake, broken pipes, and time are critical factors.

5.7.2 “Expanded” is defined as an unforeseen increase in the need for services, which does not substantially change the amount of scope of coverage, e.g., lengthening of office hours, set forth herein.

5.7.3 In both cases, use of the unscheduled work funds must be authorized in writing by County's Project Director, upon prior approval as required in Sub-paragraph 3.8 – Unscheduled Work. In no event shall any annual total expenditure exceed the Contract Sum plus the Unscheduled Work Fund without prior express approval of County's Board of Supervisors.

5.7.4 The Contractor shall invoice the County for the amounts agreed to between County and Contractor for the Unscheduled Work at the straight time or overtime rate, as applicable. The County must approve the services delivered by the Contractor. If the County does not approve in writing, no payment shall be due to the Contractor."

5. Exhibit Budget Summary, Exhibit B-1c, B-2b, B-3a, B-4a, B-5a, B-6, B-7, are attached hereto and incorporated herein by reference.

6. Except for the changes set forth hereinabove, Agreement shall not be changed in any respect by this Amendment.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its Chair and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By: *[Signature]*  
Chair, Board of Supervisors

ATTEST:

SACHI A. HAMAI  
Executive Officer of the  
Board of Supervisors of  
The County of Los Angeles

SERVICON SYSTEMS, INC.  
CONTRACTOR

By: *[Signature]*  
Signature  
RICHARD MAHDESIAN  
Printed Name  
GENERAL MANAGER  
Title

By: *[Signature]*  
Deputy

I hereby certify that pursuant to  
Section 27200, Government Code,  
delivery of this document has been made.

SACHI A. HAMAI  
Executive Officer  
Clerk of the Board of Supervisors

By: *[Signature]*  
Deputy



APPROVED AS TO FORM:

Andrea Sheridan Ordin  
County Counsel

By: *[Signature]*  
DORAINE MEYER  
Principal Deputy County Counsel

**ADOPTED**  
BOARD OF SUPERVISORS

18 NOV 9 2010

10-13-2010

*[Signature]*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

75054 Supplement No. 3

HOUSEKEEPING SERVICES FOR AGREEMENT #75054  
 THREE MONTHS (DECEMBER 1, 2010 - FEBRUARY 28, 2011)  
 PLUS 3 MONTHS (MARCH 1, 2011 - MAY 31, 2011)  
 BUDGET SUMMARY

|   | High Desert Health System | Antelope Valley HC | Lake Los Angeles Community Clinic | Littlerock Community Clinic | South Valley HC | DHS Subtotals | Acton Health Clinic | Warm Springs Health Clinic | DPH Subtotals | Totals   |
|---|---------------------------|--------------------|-----------------------------------|-----------------------------|-----------------|---------------|---------------------|----------------------------|---------------|----------|
| Monthly Base Amount by Facility                   | \$49,802                  | \$4,807            | \$1,145                           | \$846                       | \$16,151        | \$72,751      | \$4,687             | \$4,687                    | \$9,375       | \$82,126 |
| Monthly Base 5% Unscheduled Work Fund by Facility | \$2,472                   | \$240              | \$56                              | \$41                        | \$788           | \$3,597       | \$234               | \$234                      | \$469         | \$4,066  |

|   |           |          |         |         |          |           |          |          |          |           |
|---|-----------|----------|---------|---------|----------|-----------|----------|----------|----------|-----------|
| Total 3 Months Amount by Facility                       | \$149,406 | \$14,421 | \$3,434 | \$2,539 | \$48,453 | \$218,253 | \$14,062 | \$14,062 | \$28,124 | \$246,377 |
| Total 5% Unscheduled Work Fund for 3 Months by Facility | \$7,416   | \$721    | \$167   | \$124   | \$2,364  | \$10,792  | \$703    | \$703    | \$1,406  | \$12,198  |

|  |           |
|--|-----------|
| Total 3 Months Plus 5% Unscheduled Work Fund For All Facilities: | \$258,575 |
|--|-----------|

|   | High Desert Health System | Antelope Valley HC | Lake Los Angeles Community Clinic | Littlerock Community Clinic | South Valley HC | DHS Subtotals | Acton Health Clinic | Warm Springs Health Clinic | DPH Subtotals | Totals    |
|---|---------------------------|--------------------|-----------------------------------|-----------------------------|-----------------|---------------|---------------------|----------------------------|---------------|-----------|
| Total 3 Months Amount by Facility                       | \$149,406                 | \$14,421           | \$3,434                           | \$2,539                     | \$48,453        | \$218,253     | \$14,062            | \$14,062                   | \$28,124      | \$246,377 |
| Total 5% Unscheduled Work Fund for 3 Months by Facility | \$7,416                   | \$721              | \$167                             | \$124                       | \$2,364         | \$10,792      | \$703               | \$703                      | \$1,406       | \$12,198  |

|  |           |
|--|-----------|
| Total 3 for Months Plus 5% Unscheduled Work Fund For All Facilities:                 | \$258,575 |
| Grand Total for 3 Months Plus 3 Months and Unscheduled Work Fund For All Facilities: | \$517,151 |

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: High Desert Health System**DIRECT COST** (List each staff classification)

| Payroll:          | FTE* | Hourly Rate (avg) | Monthly Salary |
|-------------------|------|-------------------|----------------|
| Admin/Supervisors | 1.00 | \$ 20.50          | \$ 3,567.16    |
| Lead Person       | 1.00 | \$ 11.28          | \$ 1,962.72    |
| Cleaner           | 1.00 | \$ 9.46           | \$ 1,646.04    |
| Day Shift         | 2.90 | \$ 10.66          | \$ 5,379.04    |
| Evening Shift     | 8.40 | \$ 10.66          | \$ 15,580.66   |
| Graveyard Shift   | 1.40 | \$ 10.66          | \$ 2,596.78    |

Total Salaries and Wages \$ 30,732.38

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |             |
|-----------------------|------------------|----------------------------|-------------|
| Medical Insurance     | 15.70            | \$ 27.89                   | \$ 437.87   |
| Holiday Reserve       | 13.70            | \$ 41.35                   | \$ 566.50   |
| Vacation & Sick Leave | 13.70            | \$ 149.23                  | \$ 2,044.44 |

Total Benefits \$ 3,048.81

**Payroll Taxes** (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|               |             |
|---------------|-------------|
| FICA & MDCR   | \$ 2,592.76 |
| FUTA          | \$ 271.13   |
| SUI           | \$ 960.46   |
| CGL           | \$ 669.94   |
| Worker's Comp | \$ 2,970.15 |

Total Payroll Taxes \$ 7,464.44

**Supplies & Services**

|                    |             |
|--------------------|-------------|
| Uniforms           | \$ 195.26   |
| Paper Supplies     | \$1,178.75  |
| Trash Liners       | \$ 307.50   |
| Hand Soaps         | \$358.75    |
| Walk Off Mats      | \$ 256.25   |
| Vehicle/Allowance  | \$0.00      |
| Gas/Oil            | \$ -        |
| Startup Equip      | \$ -        |
| Equip Repair       | \$100.00    |
| Equip Depreciation | \$ -        |
| Monthly Supplies   | \$ 1,257.82 |
| Trash Removal      | \$794.38    |
| Pest Control       | \$281.88    |
| Mop Cleaning       | \$ 102.50   |
| Window Cleaning    | \$ 358.75   |

Total Supplies &amp; Services \$ 5,191.84

TOTAL DIRECT COSTS \$ 46,437.47

**INDIRECT COST** (List all appropriate)

|                                   |                 |
|-----------------------------------|-----------------|
| General Accounting/Bookkeeping    |                 |
| Management Overhead (Specify)     |                 |
| Other (Specify): Business License | \$ 205.00       |
| <b>TOTAL INDIRECT COSTS</b>       | <b>\$205.00</b> |

TOTAL DIRECT AND INDIRECT COST \$ 46,642.47

PROFIT (Please enter percentage:) 6.00% \$ 2,798.55

TOTAL MONTHLY COSTS \$ 49,802.00

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$2,472.05, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$49,802.

Note: Since Exhibit B-1b, an additional Cost for the Hope Clinic has been added in the amount of \$360.98

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: Antelope Valley Health Center**DIRECT COST** (List each staff classification)

| Payroll:                      | FTE* | Hourly Rate (avg) | Monthly Salary |
|-------------------------------|------|-------------------|----------------|
| 0                             | 0.00 | \$ -              | \$ -           |
| Antelope Valley Health Cente: | 1.00 | \$ 9.95           | \$ 1,731.30    |
|                               |      | \$ -              | \$ -           |

Total Salaries and Wages \$ 1,731.30

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 1.00             | \$ -                       |
| Holiday Reserve       | 1.00             | \$ 38.02                   |
| Vacation & Sick Leave | 1.00             | \$ 99.80                   |

Total Benefits \$ 137.82

**Payroll Taxes** (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|               |           |
|---------------|-----------|
| FICA & MDCR   | \$ 142.99 |
| FUTA          | \$ 14.95  |
| SUI           | \$ 56.07  |
| CGL           | \$ 37.38  |
| Worker's Comp | \$ 275.23 |

Total Payroll Taxes \$ 526.62

**Supplies & Services**

|                    |           |
|--------------------|-----------|
| Uniforms           | \$ 15.38  |
| Paper Supplies     | \$ 178.97 |
| Trash Liners       | \$ 40.67  |
| Hand Soaps         | \$ 32.54  |
| Walk Off Mats      | \$ 24.41  |
| Vehicle/Allowance  | \$ 138.29 |
| Gas/Oil            | \$ -      |
| Startup Equip      | \$ -      |
| Equip Repair       | \$ -      |
| Equip Depreciation | \$ -      |
| Monthly Supplies   | \$ 93.58  |
| Trash Removal      | \$ 126.91 |
| Pest Control       | \$ 61.01  |
| Mop Cleaning       | \$ -      |
| Window Cleaning    | \$ 143.50 |

Total Supplies &amp; Services \$ 855.26

TOTAL DIRECT COSTS \$ 3,251.00

**INDIRECT COST** (List all appropriate)

|                                   |          |
|-----------------------------------|----------|
| General Accounting/Bookkeeping    |          |
| Management Overhead (Specify)     |          |
| Other (Specify): Business License | \$ 25.00 |

TOTAL INDIRECT COSTS \$ 13.43

TOTAL DIRECT AND INDIRECT COST \$ 3,264.43

PROFIT (Please enter percentage:) 6.00% \$ 195.87

TOTAL MONTHLY COSTS \$ 4,807.06

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$240.35, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$4,807.06.

NOTE: Since Exhibit B-2a, an additional 4 hrs per day, 5 days per week to be completed by 9p for Security Reasons has been added in the amount of \$1,346.76

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: Lake LA Primary Care Clinic**DIRECT COST (List each staff classification)**

| Payroll:                    | FTE* | Hourly Rate (avg) | Monthly Salary |
|-----------------------------|------|-------------------|----------------|
| 0                           | 0.00 | \$ -              | \$ -           |
| Lake LA Primary Care Clinic | 0.30 | \$ 9.95           | \$ 519.39      |
|                             |      | \$ -              | \$ -           |

Total Salaries and Wages \$ 519.39

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 0.30             | \$ -                       |
| Holiday Reserve       | 0.30             | \$ 38.02                   |
| Vacation & Sick Leave | 0.30             | \$ 99.80                   |

Total Benefits \$ 41.35**Payroll Taxes (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)**

|               |          |
|---------------|----------|
| FICA & MDCR   | \$ 42.90 |
| FUTA          | \$ 4.49  |
| SUI           | \$ 16.82 |
| CGL           | \$ 14.02 |
| Worker's Comp | \$ 93.77 |

Total Payroll Taxes \$ 157.98**Supplies & Services**

|                    |           |
|--------------------|-----------|
| Uniforms           | \$ 4.61   |
| Paper Supplies     | \$ 53.69  |
| Trash Liners       | \$ 12.20  |
| Hand Soaps         | \$ 9.76   |
| Walk Off Mats      | \$ 7.32   |
| Vehicle/Allowance  | \$ 41.49  |
| Gas/Oil            | \$ -      |
| Startup Equip      | \$ -      |
| Equip Repair       | \$ -      |
| Equip Depreciation | \$ -      |
| Monthly Supplies   | \$ 28.07  |
| Trash Removal      | \$ 38.07  |
| Pest Control       | \$ 18.31  |
| Mop Cleaning       | \$ -      |
| Window Cleaning    | \$ 143.50 |

Total Supplies & Services \$ 357.02TOTAL DIRECT COSTS \$ 1,075.74**INDIRECT COST (List all appropriate)**

|                                   |          |
|-----------------------------------|----------|
| General Accounting/Bookkeeping    |          |
| Management Overhead (Specify)     |          |
| Other (Specify): Business License | \$ 25.00 |

TOTAL INDIRECT COSTS \$ 4.03TOTAL DIRECT AND INDIRECT COST \$ 1,079.77PROFIT (Please enter percentage:) 6.00% \$ 64.79TOTAL MONTHLY COSTS \$ 1,144.56

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$55.83, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$1,144.56.

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: Littlerock Community Clinic**DIRECT COST (List each staff classification)**

| Payroll:                    | FTE* | Hourly Rate (avg) | Monthly Salary |
|-----------------------------|------|-------------------|----------------|
| 0                           | 0.00 | \$ -              | \$ -           |
| Littlerock Community Clinic | 0.20 | \$ 9.95           | \$ 346.26      |
|                             |      | \$ -              | \$ -           |

Total Salaries and Wages \$ 346.26

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 0.20             | \$ -                       |
| Holiday Reserve       | 0.20             | \$ 38.02                   |
| Vacation & Sick Leave | 0.20             | \$ 99.80                   |

Total Benefits \$ 27.56

**Payroll Taxes (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)**

|               |          |
|---------------|----------|
| FICA & MDCR   | \$ 28.60 |
| FUTA          | \$ 2.99  |
| SUI           | \$ 11.21 |
| CGL           | \$ 9.35  |
| Worker's Comp | \$ 53.19 |

Total Payroll Taxes \$ 105.34

**Supplies & Services**

|                    |           |
|--------------------|-----------|
| Uniforms           | \$ 3.08   |
| Paper Supplies     | \$ 35.79  |
| Trash Liners       | \$ 8.14   |
| Hand Soaps         | \$ 6.51   |
| Walk Off Mats      | \$ 4.88   |
| Vehicle/Allowance  | \$ 27.65  |
| Gas/Oil            | \$ -      |
| Startup Equip      | \$ -      |
| Equip Repair       | \$ -      |
| Equip Depreciation | \$ -      |
| Monthly Supplies   | \$ 18.72  |
| Trash Removal      | \$ 25.38  |
| Pest Control       | \$ 12.20  |
| Mop Cleaning       | \$ -      |
| Window Cleaning    | \$ 174.25 |

Total Supplies &amp; Services \$ 316.60

TOTAL DIRECT COSTS \$ 795.76

**INDIRECT COST (List all appropriate)**

|                                   |          |
|-----------------------------------|----------|
| General Accounting/Bookkeeping    |          |
| Management Overhead (Specify)     |          |
| Other (Specify): Business License | \$ 25.00 |
| TOTAL INDIRECT COSTS              | \$ 25.00 |

\$ 2.69

**TOTAL DIRECT AND INDIRECT COST**

\$ 798.45

PROFIT (Please enter percentage:) 6.00%

\$ 47.91

**TOTAL MONTHLY COSTS**

\$ 846.36

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$41.29, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$846.36.

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: South Valley Health Clinic

(Identify Facility Here)

**DIRECT COST (List each staff classification)**

| Payroll:                   | FTE* | Hourly Rate (avg) | Monthly Salary |
|----------------------------|------|-------------------|----------------|
| 0                          |      |                   |                |
| South Valley Health Clinic | 4.80 | \$ 9.963          | \$ 8,321.09    |

**Total Salaries and Wages**      **\$ 8,321.09**

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     |                  |                            |
| Holiday Reserve       |                  |                            |
| Vacation & Sick Leave |                  |                            |

**Total Benefits**      **\$ 662.95**

**Payroll Taxes (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)**

|               |  |
|---------------|--|
| FICA & MDCR   |  |
| FUTA          |  |
| SUI           |  |
| CGL           |  |
| Worker's Comp |  |

**Total Payroll Taxes**      **\$ 2,515.53**

**Supplies & Services**

|                    |           |
|--------------------|-----------|
| Uniforms           | \$ 73.80  |
| Paper Supplies     | \$ 859.05 |
| Trash Liners       | \$ 195.24 |
| Hand Soaps         | \$ 156.19 |
| Walk Off Mats      | \$ 117.15 |
| Vehicle/Allowance  | \$ 663.81 |
| Gas/Oil            | \$ -      |
| Startup Equip      | \$ -      |
| Equip Repair       | \$ -      |
| Equip Depreciation | \$ -      |
| Monthly Supplies   | \$ 449.21 |
| Trash Removal      | \$ 609.15 |
| Pest Control       | \$ 292.85 |
| Mop Cleaning       |           |
| Window Cleaning    | \$ 256.25 |

**Total Supplies & Services**      **\$ 3,672.70**

**TOTAL DIRECT COSTS**      **\$ 15,172.27**

**INDIRECT COST (List all appropriate)**

|                                |                  |
|--------------------------------|------------------|
| General Accounting/Bookkeeping |                  |
| Management Overhead (Specify)  |                  |
| Other (Specify):               | Business License |

**\$ 25.00**  
**TOTAL INDIRECT COSTS**      **\$64.44**

**TOTAL DIRECT AND INDIRECT COST**

**\$15,236.71**

PROFIT (Please enter percentage:)      6.00%

**\$ 914.20**

**TOTAL MONTHLY COSTS**

**\$16,150.91**

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$787.85 for emergency or expanded services only, which is over and above the Total Monthly Costs of \$16,150.91.

**BUDGET SHEET FOR HOUSEKEEPING SERVICES****AT: Acton Health Clinic****DIRECT COST** (List each staff classification)

| Payroll:    | FTE* | Hourly Rate (avg) | Monthly Salary |
|-------------|------|-------------------|----------------|
| 0           | 0.00 | \$ -              | \$ -           |
| 0           | 0.00 | \$ -              | \$ -           |
| 0           | 0.00 | \$ -              | \$ -           |
| Housekeeper | 1.40 | \$ 9.46           | \$ 2,304.46    |
| Floorcare   | 0.07 | \$ 9.46           | \$ 113.64      |

Total Salaries and Wages      **\$ 2,418.10**

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 1.47             | \$ -                       |
| Holiday Reserve       | 1.47             | \$ 36.18                   |
| Vacation & Sick Leave | 1.47             | \$ 94.96                   |

Total Benefits      **\$ 192.65**

**Payroll Taxes** (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|               |           |
|---------------|-----------|
| FICA & MDCR   | \$ 199.72 |
| FUTA          | \$ 20.89  |
| SUI           | \$ 3.92   |
| CGL           | \$ 41.77  |
| Worker's Comp | \$ 295.01 |

Total Payroll Taxes      **\$ 717.96**

**Supplies & Services**

|                    |           |
|--------------------|-----------|
| Uniforms           | \$ 14.69  |
| Paper Supplies     | \$ 600.00 |
| Trash Liners       | \$ -      |
| Hand Soaps         | \$ -      |
| Walk Off Mats      | \$ -      |
| Vehicle/Allowance  | \$ -      |
| Gas/Oil            | \$ -      |
| Startup Equip      | \$ -      |
| Equip Repair       | \$ -      |
| Equip Depreciation | \$ -      |
| Monthly Supplies   | \$ 234.97 |
| Trash Removal      | \$ -      |
| Pest Control       | \$ -      |
| P.Lot Sweeping     | \$ -      |
| Window Cleaning    | \$ 110.00 |

Total Supplies & Services      **\$ 959.66**

TOTAL DIRECT COSTS      **\$ 4,288.37**

**INDIRECT COST** (List all appropriate)

General Accounting/Bookkeeping  
 Management Overhead (Specify)  
 Other (Specify): Business License

\$ -  
**TOTAL INDIRECT COSTS      \$124.53**

**TOTAL DIRECT AND INDIRECT COST      \$ 4,412.90**

PROFIT (Please enter percentage:)      6.22%      **\$ 274.48**

**TOTAL MONTHLY COSTS      \$ 4,687.38**

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$234.37, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$4,687.38.



## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: Warm Springs Health Clinic

DIRECT COST (List each staff classification)

| Payroll:    | FTE* | Hourly Rate (avg) | Monthly Salary |
|-------------|------|-------------------|----------------|
| 0           | 0.00 | \$ -              | \$ -           |
| 0           | 0.00 | \$ -              | \$ -           |
| 0           | 0.00 | \$ -              | \$ -           |
| Housekeeper | 1.40 | \$ 9.46           | \$ 2,304.46    |
| Floorcare   | 0.07 | \$ 9.46           | \$ 113.64      |

Total Salaries and Wages \$ 2,418.10

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 1.47             | \$ -                       |
| Holiday Reserve       | 1.47             | \$ 36.18                   |
| Vacation & Sick Leave | 1.47             | \$ 94.96                   |

Total Benefits \$ 192.65

| Payroll Taxes (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.) |           |        |
|--|-----------|--------|
| FICA & MDCR  | \$ 199.72 | 7.65%  |
| FUTA   | \$ 20.89  | 0.80%  |
| SUI  | \$ 78.32  | 3.00%  |
| CGL  | \$ 65.27  | 2.50%  |
| Worker's Comp  | \$ 365.51 | 14.00% |

Total Payroll Taxes \$ 717.96

| Supplies & Services |           |
|---------------------|-----------|
| Uniforms            | \$ 14.69  |
| Paper Supplies      | \$ 600.00 |
| Trash Liners        | \$ -      |
| Hand Soaps          | \$ -      |
| Walk Off Mats       | \$ -      |
| Vehicle/Allowance   | \$ -      |
| Gas/Oil             | \$ -      |
| Startup Equip       | \$ -      |
| Equip Repair        | \$ -      |
| Equip Depreciation  | \$ -      |
| Monthly Supplies    | \$ 234.97 |
| Trash Removal       | \$ -      |
| Pest Control        | \$ -      |
| P.Lot Sweeping      | \$ -      |
| Window Cleaning     | \$ 110.00 |

Total Supplies &amp; Services \$ 959.66

TOTAL DIRECT COSTS \$ 4,288.37

INDIRECT COST (List all appropriate)

|                                   |           |
|-----------------------------------|-----------|
| General Accounting/Bookkeeping    |           |
| Management Overhead (Specify)     |           |
| Other (Specify): Business License | \$ 124.53 |

TOTAL INDIRECT COSTS \$ 124.53

TOTAL DIRECT AND INDIRECT COST \$ 4,412.90

PROFIT (Please enter percentage:) 6.22% \$ 274.48

TOTAL MONTHLY COSTS \$ 4,687.38

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$234.37, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$4,687.38.

COUNTY OF LOS ANGELES – DEPARTMENT OF HEALTH SERVICES  
HOUSEKEEPING SERVICES AGREEMENT

Amendment No. 6

This Amendment is made and entered into this 9<sup>th</sup> day of November, 2010 by and between the COUNTY OF LOS ANGELES (hereafter "County"), and SERVICON SYSTEMS, INC. (hereafter "Contractor").

WHEREAS, on August 10, 2004, the County of Los Angeles and Pedus Service, entered into Agreement No. 75055 to provide Housekeeping Services at Harbor UCLA Medical Center, and Long Beach Comprehensive Health Center; and

WHEREAS, on March 21, 2006, the County of Los Angeles approved Amendment No. 1 to add housekeeping services at the Lomita Family Health Center and increase housekeeping services for Harbor-UCLA Medical Center's Urgent Care Clinic and increase parking lot sweeping services; and

WHEREAS, on November 21, 2006, the County of Los Angeles approved Amendment No. 2 to assign the rights of the Agreement with Pedus Service to Servicon Systems, Inc.; and

WHEREAS, on August 25, 2009, the Director exercised delegated authority as provided in Paragraph 8.4, CHANGE NOTICES AND AMENDMENTS, to approve Amendment No. 3 to extend the term of Agreement No. 75055 on a month-to-month basis for six (6) months; and

WHEREAS, on February 16, 2010, the County of Los Angeles approved Amendment No. 4 to extend the term of Agreement No. 75055 for six (6) months; and Authorize the Interim Director of Health Services, or his designee, to extend all four Agreements on a month-to-month basis for up to three months; and

WHEREAS, on September 1, 2010, the Director exercised delegated authority as provided in Paragraph 8.4, CHANGE NOTICES AND AMENDMENTS, to approve Amendment No. 5 to extend the term of Agreement No. 75055 for three (3) months; and

WHEREAS, Agreement provides that changes in accordance to Paragraph 8.4, CHANGE NOTICES AND AMENDMENTS may be made in the form of an Amendment which is formally approved and executed by the parties.

NOW, THEREFORE, the parties agree as follows:

1. This Amendment shall become effective on approval by the Board of Supervisors.
2. The Agreement is hereby amended to add Subparagraph 4.6 in Paragraph 4.0, Term of Contract as follows:

“4.6 The term of this Contract is extended for an additional three (3) months for the period of December 1, 2010 to February 28, 2011, unless sooner terminated or extended, in whole or in part, as provided in this Contract. The County shall have the sole option to further extend the Contract term on a month-to-month basis, for three (3) months from March 1, 2011 to May 31, 2011. Each such extension shall be exercised at the sole discretion of the Director, or designee.”

3. The Agreement is hereby amended to add Subparagraph 5.1.3 and Subparagraph 5.1.4 in Paragraph 5.0, Contract Sum, as follows:

“5.1.3 For the Three (3) month period December 1, 2010, through February 28, 2011, the Contract Sum shall not exceed \$1,255,298 as shown in Exhibit Budget Summary and Exhibits B-1c, B-2a, B-3. The 5% monthly Unscheduled Work Fund for the three (3) month period shall

be an additional \$57,655, for a total Maximum Contract Sum of \$1,312,953.”

“5.1.4 For the three (3) month period from March 1, 2011 through May 31, 2011, the Contract Sum shall not exceed \$1,255,298 as shown in Exhibit Budget Summary and Exhibits B-1c, B-2a, B-3. The 5% monthly Unscheduled Work Fund for the three (3) month period shall be an additional \$57,655 for a total Maximum Contract Sum of \$1,312,953. The Contract Sum grand total for all facilities shall not exceed \$2,625,906.”

4. This Agreement is hereby amended to replace Paragraph 5.7, Unscheduled Work Fund as follows:

“In addition to the Contract Sum set forth above, there shall be a yearly unscheduled work fund of up to 5% of the original Contract amount at time of Board approval, equaling \$19,218 per month for emergency or expanded coverage. Use of the unscheduled work funds shall be for Unscheduled Work as follows:

5.7.1 “Emergency” is defined as a situation wherein an immediate or quick response is necessary to prevent or lessen injury to persons or property, e.g., earthquake, broken pipes, and time are critical factors.

5.7.2 “Expanded” is defined as an unforeseen increase in the need for services, which does not substantially change the amount of scope of coverage, e.g., lengthening of office hours, set forth herein.

5.7.3 In both cases, use of the unscheduled work funds must be authorized in writing by County’s Project Director, upon prior approval as required in Sub-paragraph 3.8 – Unscheduled Work. In no event shall any annual total expenditure exceed the Contract Sum plus the Unscheduled Work Fund without prior express approval of County’s Board of Supervisors.

5.7.4 The Contractor shall invoice the County for the amounts agreed to between County and Contractor for the Unscheduled Work at the straight time or overtime rate, as applicable. The County must approve the services delivered by the Contractor. If the County does not approve in writing, no payment shall be due to the Contractor.”

- 5. Exhibit Budget Summary, Exhibit B-1c, Exhibit B-2a, Exhibit B-3, are attached hereto and incorporated herein by reference.
- 6. Except for the changes set forth hereinabove, Agreement shall not be changed in any respect by this Amendment.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its Chair and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By: [Signature]  
Chair, Board of Supervisors

ATTEST:

SACHI A. HAMAI  
Executive Officer of the  
Board of Supervisors of  
The County of Los Angeles

SERVICON SYSTEMS, INC.  
CONTRACTOR

By: [Signature]  
Signature  
RICHARD MANDESIAN  
Printed Name  
GENERAL MANAGER  
Title

By: [Signature]  
Deputy

I hereby certify that pursuant to  
Section 25103 of the Government Code,  
delivery of this document has been made.

SACHI A. HAMAI  
Executive Officer  
Clerk of the Board of Supervisors

By: [Signature]  
Deputy

APPROVED AS TO FORM:

Andrea Sheridan Ordin  
County Counsel

By: [Signature]  
DORAINE MEYER  
Principal Deputy County Counsel



**ADOPTED**  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

18 NOV 9 2010  
5

10-13-2010

[Signature]  
SACHI A. HAMAI  
EXECUTIVE OFFICER

75055 Supplement No. 3

**EXHIBIT-BUDGET SUMMARY**

**HOUSEKEEPING SERVICES FOR AGREEMENT # 75055  
THREE MONTHS (DECEMBER 1, 2010 - FEBRUARY 28, 2011)  
PLUS 3 MONTHS (MARCH 1, 2011 - MAY 31, 2011)  
BUDGET SUMMARY**

|   | <b>Harbor-UCLA MC</b> | <b>Long Beach CHC</b> | <b>Lomita Family HC</b> | <b>Totals</b> |
|---|-----------------------|-----------------------|-------------------------|---------------|
| Monthly Base Amount by Facility                   | \$397,751             | \$14,852              | \$5,830                 | \$418,433     |
| Monthly Base 5% Unscheduled Work Fund by Facility | \$18,200              | \$726                 | \$291                   | \$19,218      |

|   |             |          |          |             |
|---|-------------|----------|----------|-------------|
| Total 3 Months Amount by Facility                       | \$1,193,253 | \$44,556 | \$17,489 | \$1,255,298 |
| Total 5% Unscheduled Work Fund for 3 Months by Facility | \$54,601    | \$2,179  | \$874    | \$57,655    |

|  |                    |
|--|--------------------|
| <b>Total for 3 Months Plus 5% Unscheduled Work Fund For All Facilities</b> | <b>\$1,312,953</b> |
|--|--------------------|

|   | <b>Harbor-UCLA MC</b> | <b>Long Beach CHC</b> | <b>Lomita Family HC</b> | <b>Totals</b> |
|---|-----------------------|-----------------------|-------------------------|---------------|
| Total 3 Months Amount by Facility                       | \$1,193,253           | \$44,556              | \$17,489                | \$1,255,298   |
| Total 5% Unscheduled Work Fund for 3 Months by Facility | \$54,601              | \$2,179               | \$874                   | \$57,655      |

|  |                    |
|--|--------------------|
| <b>Total for 3 Months Plus 5% Unscheduled Work Fund For All Facilities</b>                 | <b>\$1,312,953</b> |
| <b>Grand Total for 3 Months Plus 3 Months and Unscheduled Work Fund For All Facilities</b> | <b>\$2,625,906</b> |

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: Harbor-UCLA Medical Center

**DIRECT COST** (List each staff classification)

| Payroll:                     | FTE*   | Hourly Rate (avg) | Monthly Salary |
|------------------------------|--------|-------------------|----------------|
| Director & Associate         | 2.00   | \$ 31.25          | \$ 10,875.00   |
| Supervisors                  | 8.00   | \$ 15.30          | \$ 21,304.13   |
| Administrative Asst.         | 1.00   | \$ 12.60          | \$ 2,192.40    |
| Housekeeper I & II           | 115.00 | \$ 9.74           | \$ 194,897.40  |
| Urgent Care Additional Hours | 0.70   | \$ 9.74           | \$ 1,462.10    |

Total Salaries and Wages \$ 230,731.03

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 126.70           | \$ 188.72                  |
| Holiday Reserve       | 115.70           | \$ 37.24                   |
| Vacation & Sick Leave | 115.70           | \$ 135.53                  |

Total Benefits \$ 43,900.74

**Payroll Taxes** (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|               |              |
|---------------|--------------|
| FICA & MDCR   | \$ 21,009.33 |
| FUTA          | \$ 2,197.05  |
| SUI           | \$ 8,238.95  |
| CGL           | \$ 6,865.79  |
| Worker's Comp | \$ 26,697.97 |

Total Payroll Taxes \$ 65,009.10

**Supplies & Services**

|                                  |             |
|----------------------------------|-------------|
| Uniforms                         | \$ 1,178.75 |
| Paper Supplies                   | \$ 0.00     |
| Trash Liners                     | \$ -        |
| Hand Soaps                       | \$ 0.00     |
| Walk Off Mats                    | \$ -        |
| Vehicle/Allowance                | \$ 358.75   |
| Gas/Oil                          | \$ -        |
| Startup Equip                    | \$ -        |
| Equip Repair                     | \$ 153.75   |
| Equip Depreciation               | \$ -        |
| Monthly Supplies                 | \$ 7,280.01 |
| Trash Removal                    | \$ 3,843.75 |
| Pest Control                     | \$ 492.00   |
| Mop Cleaning                     | \$ 512.50   |
| Window Cleaning                  | \$ 307.50   |
| Parking Lot Sweeping Addtl. Days | 1,780.00    |

Total Supplies &amp; Services \$ 15,907.01

TOTAL DIRECT COSTS \$ 355,547.88

**INDIRECT COST** (List all appropriate)

|                                   |           |
|-----------------------------------|-----------|
| General Accounting/Bookkeeping    |           |
| Management Overhead (Specify)     |           |
| Other (Specify): Business License | \$ 175.00 |

TOTAL INDIRECT COSTS \$ 179.38

**TOTAL DIRECT AND INDIRECT COST**

\$ 355,727.26

PROFIT (Please enter percentage:)

6.00%

\$ 21,343.64

**TOTAL MONTHLY COSTS**

\$ 397,750.90

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$18,200.36, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$397,750.90.

NOTE: Since Exhibit B-1b, additional Cost for the transport of trash from old loading dock to new loading dock (5 full time employees- \$18,180 per month and lease of truck-\$2,500 per month for a total of \$20,680 per month)



## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: Long Beach Comp. Health Center

**DIRECT COST** (List each staff classification)

| Payroll:   | FTE* | Hourly Rate (avg) | Monthly Salary |
|------------|------|-------------------|----------------|
| 0          | 0.00 | \$ -              | \$ -           |
| 0          | 0.00 | \$ -              | \$ -           |
| 0          | 0.00 | \$ -              | \$ -           |
| Day Porter | 2.00 | \$ 8.53           | \$ 2,968.44    |
| Cleaners   | 2.40 | \$ 8.53           | \$ 3,562.13    |

Total Salaries and Wages \$ 6,530.57

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 4.40             | \$ 198.36                  |
| Holiday Reserve       | 4.40             | \$ 32.62                   |
| Vacation & Sick Leave | 4.40             | \$ 57.07                   |

Total Benefits \$ 1,267.42

**Payroll Taxes** (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|               |           |
|---------------|-----------|
| FICA & MDCR   | \$ 596.55 |
| FUTA          | \$ 62.38  |
| SUI           | \$ 233.94 |
| CGL           | \$ 194.95 |
| Worker's Comp | \$ 871.05 |

Total Payroll Taxes \$ 1,958.87

**Supplies & Services**

|                    |            |
|--------------------|------------|
| Uniforms           | \$ 45.10   |
| Paper Supplies     | \$1,537.50 |
| Trash Liners       | \$ 256.25  |
| Hand Soaps         | \$205.00   |
| Walk Off Mats      | \$ 205.00  |
| Vehicle/Allowance  | \$0.00     |
| Gas/Oil            | \$ -       |
| Startup Equip      |            |
| Equip Repair       | \$0.00     |
| Equip Depreciation | \$ 36.08   |
| Monthly Supplies   | \$ 519.28  |
| Trash Removal      | \$871.25   |
| Pest Control       | \$246.00   |
| Mop Cleaning       | \$ 51.25   |
| Window Cleaning    | \$ 179.38  |

Total Supplies &amp; Services \$ 4,152.09

**TOTAL DIRECT COSTS** \$ 13,908.95**INDIRECT COST** (List all appropriate)

|                                   |                 |
|-----------------------------------|-----------------|
| General Accounting/Bookkeeping    |                 |
| Management Overhead (Specify)     |                 |
| Other (Specify): Business License | \$ 100.00       |
| <b>TOTAL INDIRECT COSTS</b>       | <b>\$102.50</b> |

**TOTAL DIRECT AND INDIRECT COST** \$ 14,011.45

PROFIT (Please enter percentage:) 6.00% \$ 840.69

**TOTAL MONTHLY COSTS** \$ 14,852.14

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$726.45, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$14,852.14.

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: Lomita Family Health CenterDIRECT COST (List each staff classification)

| Payroll:   | FTE* | Hourly Rate (av Monthly Salary |             |
|------------|------|--------------------------------|-------------|
|            |      | \$ -                           | \$ -        |
|            |      | \$ -                           | \$ -        |
|            |      | \$ -                           | \$ -        |
| Day Porter | 1.00 | \$ 9.70                        | \$ 1,687.80 |
| PM Cleaner | 1.00 | \$ 10.20                       | \$ 1,774.80 |

Total Salaries and Wages \$ 3,462.60

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 2.00             | \$ -                       |
| Holiday Reserve       | 2.00             | \$ 266.35                  |
| Vacation & Sick Leave | 2.00             | \$ 95.13                   |

Total Benefits \$ 361.48

| Payroll Taxes (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.) |           |        |
|--|-----------|--------|
| FICA & MDCR  | \$ 292.54 | 7.65%  |
| FUTA   | \$ 30.59  | 0.80%  |
| SUI  | \$ 114.72 | 3.00%  |
| CGL  | \$ 95.60  | 2.50%  |
| Worker's Comp  | \$ 537.28 | 14.05% |

Total Payroll Taxes \$ 1,070.74

| Supplies & Services |           |
|---------------------|-----------|
| Uniforms            | \$ 20.00  |
| Paper Supplies      | \$ -      |
| Trash Liners        | \$ -      |
| Hand Soaps          | \$ -      |
| Walk Off Mats       | \$ -      |
| Vehicle/Allowance   | \$ -      |
| Gas/Oil             | \$ -      |
| Startup Equip       | \$ 72.00  |
| Equip Repair        | \$ -      |
| Equip Depreciation  | \$ 78.93  |
| Monthly Supplies    | \$ 305.93 |
| Trash Removal       | \$ -      |
| Pest Control        | \$ -      |
| Mop Cleaning        | \$ -      |
| Window Cleaning     | \$ -      |

Total Supplies &amp; Services \$ 476.86

TOTAL DIRECT COSTS \$ 5,371.66

INDIRECT COST (List all appropriate)

|                                   |         |  |
|-----------------------------------|---------|--|
| General Accounting/Bookkeeping    |         |  |
| Management Overhead (Specify)     |         |  |
| Other (Specify): Business License | 95.60   |  |
| TOTAL INDIRECT COSTS              | \$95.60 |  |

TOTAL DIRECT AND INDIRECT COST \$5,467.28

PROFIT (Please enter percentage:) 6.63% \$ 362.44

TOTAL MONTHLY COSTS \$5,829.72

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$291.49, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$5,829.72.

**EXHIBIT IV**  
Agreement No. 75056-6

COUNTY OF LOS ANGELES – DEPARTMENT OF HEALTH SERVICES  
HOUSEKEEPING SERVICES AGREEMENT

Amendment No. 6

This Amendment is made and entered into this 9<sup>th</sup> day of November, 2010 by and between the COUNTY OF LOS ANGELES (hereafter "County"), and SERVICON SYSTEMS, INC. (hereafter "Contractor").

WHEREAS, on August 10, 2004, the County of Los Angeles and Pedus Service, entered into Agreement No. 75056 to provide Housekeeping Services at DHS Administrative Offices-Commerce, El Monte Comprehensive Health Center, La Puente Health Center, Ruth Temple Health Center, and Whittier Public Health Center; and

WHEREAS, on November 21, 2006, the County of Los Angeles approved Amendment No. 1 to assign the rights of the Agreement with Pedus Service to Servicon Systems, Inc. and Amendment No. 2 to add housekeeping services at the Department of Public Health's Public Health Laboratory; and

WHEREAS, on August 25, 2009, the Director exercised delegated authority as provided in Paragraph 8.4, CHANGE NOTICES AND AMENDMENTS, to approve Amendment No. 3 to extend the term of Agreement No. 75055 on a month-to-month basis for six (6) months; and

WHEREAS, on February 16, 2010, the County of Los Angeles approved Amendment No. 4 to extend the term of Agreement No. 75056 for six (6) months; and Authorize the Interim Director of Health Services, or his designee, to extend all four Agreements on a month-to-month basis for up to three months; and

WHEREAS, on September 1, 2010, the Director exercised delegated authority as provided in Paragraph 8.4, CHANGE NOTICES AND AMENDMENTS, to approve Amendment No. 5 to extend the term of Agreement No. 75056 for three (3) months; and

WHEREAS, Agreement provides that changes in accordance to Paragraph 8.4, CHANGE NOTICES AND AMENDMENTS may be made in the form of an Amendment which is formally approved and executed by the parties.

NOW, THEREFORE, the parties agree as follows:

1. This Amendment shall become effective on approval by the Board of Supervisors.
2. The Agreement is hereby amended to add Subparagraph 4.6 in Paragraph 4.0, Term of Contract as follows:

“4.6 The term of this Contract is extended for an additional three (3) months for the period of December 1, 2010 to February 28, 2011, unless sooner terminated or extended, in whole or in part, as provided in this Contract. The County shall have the sole option to further extend the Contract term on a month-to-month basis, for three (3) months from March 1, 2011 to May 31, 2011. Each such extension shall be exercised at the sole discretion of the Director, or designee.”

3. The Agreement is hereby amended to add Subparagraph 5.1.3 and Subparagraph 5.1.4 in Paragraph 5.0, Contract Sum, as follows:

“5.1.3 For the three (3) month period December 1, 2010, through February 28, 2011, the Contract Sum shall not exceed \$285,563 as shown in Exhibit Budget Summary and Exhibits B-1a, B-2a, B-3a, B-4a, B-5a, B-6. The 5% monthly Unscheduled Work Fund for the three (3) month period shall be an additional \$13,878, for a total Maximum Contract Sum of \$299,441.”

“5.1.4 For the three (3) month period from March 1, 2011 through May 31, 2011, the Contract Sum shall not exceed \$285,563 as shown in Exhibit Budget Summary and Exhibits B-1a, B-2a, B-3a, B-4a, B-5a, B-6. The 5% monthly Unscheduled Work Fund for the three (3) month period shall be an additional \$13,878 for a total Maximum Contract Sum of \$299,441. The Contract Sum grand total for all facilities shall not exceed \$598,882.”

4. This Agreement is hereby amended to replace Paragraph 5.7, Unscheduled Work Fund as follows:

“In addition to the Contract Sum set forth above, there shall be a yearly unscheduled work fund of up to 5% of the original Contract amount at time of Board approval, equaling \$4,626 per month for emergency or expanded coverage. Use of the unscheduled work funds shall be for Unscheduled Work as follows:

5.7.1 “Emergency” is defined as a situation wherein an immediate or quick response is necessary to prevent or lessen injury to persons or property, e.g., earthquake, broken pipes, and time are critical factors.

5.7.2 “Expanded” is defined as an unforeseen increase in the need for services, which does not substantially change the amount of scope of coverage, e.g., lengthening of office hours, set forth herein.

5.7.3 In both cases, use of the unscheduled work funds must be authorized in writing by County’s Project Director, upon prior approval as required in Sub-paragraph 3.8 – Unscheduled Work. In no event shall any annual total expenditure exceed the Contract Sum plus the Unscheduled Work Fund without prior express approval of County’s Board of Supervisors.

5.7.4 The Contractor shall invoice the County for the amounts agreed to between County and Contractor for the Unscheduled Work at the

straight time or overtime rate, as applicable. The County must approve the services delivered by the Contractor. If the County does not approve in writing, no payment shall be due to the Contractor.”

5. Exhibit Budget Summary, Exhibits B-1a, B-2a, B-3a, B-4a, B-5a, and B-6, are attached hereto and incorporated herein by reference.
6. Except for the changes set forth hereinabove, Agreement shall not be changed in any respect by this Amendment.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its Chair and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By: *Gloria Trubian*  
Chair, Board of Supervisors

ATTEST:

SACHI A. HAMAI  
Executive Officer of the  
Board of Supervisors of  
The County of Los Angeles

SERVICON SYSTEMS, INC.  
CONTRACTOR

By: *Richard Mahdavian*  
Signature  
RICHARD MAHDESIAN  
Printed Name  
GENERAL MANAGER  
Title

By: *Lachelle Smitherman*  
Deputy

APPROVED AS TO FORM:

Andrea Sheridan Ordin  
County Counsel

By: *Doraine Meyer*  
DORAINE MEYER  
Principal Deputy County Counsel



I hereby certify that pursuant to  
Section 21101 of the Government Code  
delivery of this document has been made

SACHI A. HAMAI  
Executive Officer  
Clerk of the Board of Supervisors

By: *Lachelle Smitherman*  
Deputy

**ADOPTED**  
BOARD OF SUPERVISORS

18 NOV 9 2010

10-13-2010

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

75056 Supplement No. 3

HOUSEKEEPING SERVICES FOR AGREEMENT # 75056  
THREE MONTHS (DECEMBER 1, 2010 - FEBRUARY 28, 2011)  
PLUS 3 MONTHS (MARCH 1, 2011 - MAY 31, 2011)  
BUDGET SUMMARY

|   | DHS Administrative<br>Offices-Commerce | EI Monte<br>Comprehensive HC | La Puente<br>HC | DHS<br>Subtotals | Ruth Temple<br>HC | Whittier<br>Public HC | Public Health<br>Laboratory<br>and Trailer | DPH<br>Subtotals | Totals   |
|---|--|------------------------------|-----------------|------------------|-------------------|-----------------------|--|------------------|----------|
| Monthly Base Amount by Facility                   | \$32,628                               | \$23,466                     | \$4,835         | \$60,930         | \$10,582          | \$7,280               | \$16,396                                   | \$34,258         | \$95,188 |
| Monthly Base 5% Unscheduled Work Fund by Facility | \$1,592                                | \$1,145                      | \$237           | \$2,974          | \$516             | \$355                 | \$781                                      | \$1,652          | \$4,626  |

|   |          |          |          |           |          |          |          |           |           |
|---|----------|----------|----------|-----------|----------|----------|----------|-----------|-----------|
| Total 3 Months Amount by Facility                       | \$97,885 | \$70,399 | \$14,506 | \$182,790 | \$31,745 | \$21,840 | \$49,187 | \$102,773 | \$285,563 |
| Total 5% Unscheduled Work Fund for 3 Months by Facility | \$4,777  | \$3,435  | \$710    | \$8,922   | \$1,549  | \$1,065  | \$2,342  | \$4,956   | \$13,878  |

|   |           |
|---|-----------|
| Total for 3 Months Plus 5% Unscheduled Work Fund For All Facilities | \$299,441 |
|---|-----------|

|   | DHS Administrative<br>Offices-Commerce | EI Monte<br>Comprehensive HC | La Puente<br>HC | DHS<br>Subtotals | Ruth Temple<br>HC | Whittier<br>Public HC | Public Health<br>Laboratory<br>and Trailer | DPH<br>Subtotals | Totals    |
|---|--|------------------------------|-----------------|------------------|-------------------|-----------------------|--|------------------|-----------|
| Total 3 Months Amount by Facility                       | \$97,885                               | \$70,399                     | \$14,506        | \$182,790        | \$31,745          | \$21,840              | \$49,187                                   | \$102,773        | \$285,563 |
| Total 5% Unscheduled Work Fund for 3 Months by Facility | \$4,777                                | \$3,435                      | \$710           | \$8,922          | \$1,549           | \$1,065               | \$2,342                                    | \$4,956          | \$13,878  |

|  |           |
|--|-----------|
| Total for 3 Months Plus 5% Unscheduled Work Fund For All Facilities:                 | \$299,441 |
| Grand Total for 3 Months Plus 3 Months and Unscheduled Work Fund For All Facilities: | \$598,882 |



## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: DHS Admin. Offices - Commerce

**DIRECT COST** (List each staff classification)

| Payroll:          | FTE* | Hourly Rate (avg) | Monthly Salary |
|-------------------|------|-------------------|----------------|
| Admin/Supervisors | 1.00 | \$ 11.53          | \$ 2,006.22    |
| 0                 | 0.00 | \$ -              | \$ -           |
| 0                 | 0.00 | \$ -              | \$ -           |
| Day Porter        | 2.00 | \$ 9.74           | \$ 3,389.52    |
| Hosuekeeprs       | 7.75 | \$ 9.74           | \$ 13,134.39   |

Total Salaries and Wages \$ 18,530.13

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 10.75            | \$ -                       |
| Holiday Reserve       | 9.75             | \$ 37.24                   |
| Vacation & Sick Leave | 9.75             | \$ 97.75                   |

Total Benefits \$ 1,316.15

**Payroll Taxes** (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|               |             |
|---------------|-------------|
| FICA & MDCR   | \$ 1,518.24 |
| FUTA          | \$ 158.77   |
| SUI           | \$ 595.39   |
| CGL           | \$ 496.16   |
| Worker's Comp | \$ 2,672.66 |

Total Payroll Taxes \$ 5,441.22

**Supplies & Services**

|                    |            |
|--------------------|------------|
| Uniforms           | \$ 99.94   |
| Paper Supplies     | \$1,783.50 |
| Trash Liners       | \$ 461.25  |
| Hand Soaps         | \$394.63   |
| Walk Off Mats      | \$ 246.00  |
| Vehicle/Allowance  | \$0.00     |
| Gas/Oil            | \$ -       |
| Startup Equip      |            |
| Equip Repair       | \$0.00     |
| Equip Depreciation | \$ -       |
| Monthly Supplies   | \$ 865.04  |
| Trash Removal      | \$896.88   |
| Pest Control       | \$292.13   |
| Mop Cleaning       | \$ 102.50  |
| Window Cleaning    | \$ 307.50  |

Total Supplies &amp; Services \$ 5,449.37

TOTAL DIRECT COSTS \$ 30,736.87

**INDIRECT COST** (List all appropriate)

|                                   |      |
|-----------------------------------|------|
| General Accounting/Bookkeeping    |      |
| Management Overhead (Specify)     |      |
| Other (Specify): Business License | \$ - |

TOTAL INDIRECT COSTS \$44.59

TOTAL DIRECT AND INDIRECT COST \$ 30,781.46

PROFIT (Please enter percentage:) 6.00% \$ 1,846.89

TOTAL MONTHLY COSTS \$ 32,628.35

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$1,592.38, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$32,628.35.

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: El Monte Comp. Health Center**DIRECT COST** (List each staff classification)

| Payroll:          | FTE* | Hourly Rate (avg) | Monthly Salary |
|-------------------|------|-------------------|----------------|
| Admin/Supervisors | 1.00 | \$ 17.42          | \$ 3,031.08    |
| 0                 | 0.00 | \$ -              | \$ -           |
| 0                 | 0.00 | \$ -              | \$ -           |
| Housekeeper I     | 3.50 | \$ 9.79           | \$ 5,962.11    |
| Housekeeper II    | 2.00 | \$ 9.79           | \$ 3,406.92    |

Total Salaries and Wages \$ 12,400.11

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 6.50             | \$ -                       |
| Holiday Reserve       | 5.50             | \$ 43.43                   |
| Vacation & Sick Leave | 5.50             | \$ 131.02                  |

Total Benefits \$ 959.48

**Payroll Taxes** (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|               |             |
|---------------|-------------|
| FICA & MDCR   | \$ 1,022.01 |
| FUTA          | \$ 106.88   |
| SUI           | \$ 400.79   |
| CGL           | \$ 333.99   |
| Worker's Comp | \$ 1,641.40 |

Total Payroll Taxes \$ 3,505.06

**Supplies & Services**

|                    |            |
|--------------------|------------|
| Uniforms           | \$ 84.56   |
| Paper Supplies     | \$1,947.50 |
| Trash Liners       | \$ 307.50  |
| Hand Soaps         | \$307.50   |
| Walk Off Mats      | \$ 256.25  |
| Vehicle/Allowance  | \$0.00     |
| Gas/Oil            | \$ -       |
| Startup Equip      | \$ -       |
| Equip Repair       | \$0.00     |
| Equip Depreciation | \$ 162.47  |
| Monthly Supplies   | \$ 516.36  |
| Trash Removal      | \$871.25   |
| Pest Control       | \$205.00   |
| Mop Cleaning       | \$ 102.50  |
| Window Cleaning    | \$ 256.25  |

Total Supplies &amp; Services \$ 5,017.14

TOTAL DIRECT COSTS \$ 21,881.79

**INDIRECT COST** (List all appropriate)

|                                |                  |
|--------------------------------|------------------|
| General Accounting/Bookkeeping |                  |
| Management Overhead (Specify)  |                  |
| Other (Specify):               | Business License |

TOTAL INDIRECT COSTS \$ 256.25

TOTAL DIRECT AND INDIRECT COST \$ 22,138.04

PROFIT (Please enter percentage:) 6.00% \$ 1,328.28

TOTAL MONTHLY COSTS \$ 23,466.32

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$1,144.90, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$23,466.32.

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: La Puente Health Center

**DIRECT COST (List each staff classification)**

| Payroll:                 | FTE* | Hourly Rate (avg) | Monthly Salary |
|--------------------------|------|-------------------|----------------|
|                          |      |                   |                |
|                          |      |                   |                |
| Housekeeper I & II       | 1.00 | \$ 9.70           | \$ 1,687.19    |
|                          |      |                   |                |
| Total Salaries and Wages |      |                   | \$ 1,687.19    |

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     |                  |                            |
| Holiday Reserve       |                  |                            |
| Vacation & Sick Leave |                  |                            |
| Total Benefits        |                  | \$ 60.26                   |

**Payroll Taxes (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)**

|                     |           |
|---------------------|-----------|
| FICA & MDCR         |           |
| FUTA                |           |
| SUI                 |           |
| CGL                 |           |
| Worker's Comp       |           |
| Total Payroll Taxes | \$ 506.76 |

**Supplies & Services**

|                           |    |             |
|---------------------------|----|-------------|
| Uniforms                  | \$ | 10.25       |
| Paper Supplies            |    | \$922.50    |
| Trash Liners              | \$ | 205.00      |
| Hand Soaps                |    | \$256.25    |
| Walk Off Mats             | \$ | 102.50      |
| Vehicle/Allowance         |    |             |
| Gas/Oil                   | \$ | -           |
| Startup Equip             |    |             |
| Equip Repair              |    |             |
| Equip Depreciation        | \$ | -           |
| Monthly Supplies          | \$ | 52.42       |
| Trash Removal             |    | \$399.75    |
| Pest Control              |    | \$153.75    |
| Mop Cleaning              | \$ | 51.25       |
| Window Cleaning           | \$ | 153.75      |
| Total Supplies & Services |    | \$ 2,307.42 |
| TOTAL DIRECT COSTS        |    | \$ 4,561.63 |

**INDIRECT COST (List all appropriate)**

|                                   |      |
|-----------------------------------|------|
| General Accounting/Bookkeeping    |      |
| Management Overhead (Specify)     |      |
| Other (Specify): Business License | \$ - |
| TOTAL INDIRECT COSTS              |      |

**TOTAL DIRECT AND INDIRECT COST**

\$4,561.63

PROFIT (Please enter percentage:)

6.00%

\$ 273.70

**TOTAL MONTHLY COSTS**

\$4,835.33

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$236.63 for emergency or expanded services only, which is over and above the Total Monthly Costs of \$4,835.33.

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: Ruth Temple Health Center

**DIRECT COST** (List each staff classification)

| Payroll:      | FTE* | Hourly Rate (avg) | Monthly Salary |
|---------------|------|-------------------|----------------|
| 0             | 0.00 | \$ -              | \$ -           |
| 0             | 0.00 | \$ -              | \$ -           |
| 0             | 0.00 | \$ -              | \$ -           |
| Day Time      | 1.00 | \$ 9.70           | \$ 1,687.80    |
| Night Cleaner | 2.00 | \$ 9.70           | \$ 3,375.60    |

Total Salaries and Wages \$ 5,063.40

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 3.00             | \$ -                       |
| Holiday Reserve       | 3.00             | \$ 37.08                   |
| Vacation & Sick Leave | 3.00             | \$ 129.79                  |

Total Benefits \$ 500.61

**Payroll Taxes** (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|               |             |
|---------------|-------------|
| FICA & MDCR   | \$ 425.65   |
| FUTA          | \$ 44.51    |
| SUI           | \$ 166.92   |
| CGL           | \$ 139.10   |
| Worker's Comp | \$ 1,001.87 |

Total Payroll Taxes \$ 1,778.05

**Supplies & Services**

|                    |           |
|--------------------|-----------|
| Uniforms           | \$ 46.13  |
| Paper Supplies     | \$922.50  |
| Trash Liners       | \$ 153.75 |
| Hand Soaps         | \$153.75  |
| Walk Off Mats      | \$ 153.75 |
| Vehicle/Allowance  | \$0.00    |
| Gas/Oil            | \$ -      |
| Startup Equip      | \$ -      |
| Equip Repair       | \$0.00    |
| Equip Depreciation | \$ 54.13  |
| Monthly Supplies   | \$ 305.92 |
| Trash Removal      | \$451.00  |
| Pest Control       | \$143.50  |
| Mop Cleaning       | \$ 51.25  |
| Window Cleaning    | \$ 153.75 |

Total Supplies &amp; Services \$ 2,589.43

TOTAL DIRECT COSTS \$ 9,931.49

**INDIRECT COST** (List all appropriate)

|                                   |          |
|-----------------------------------|----------|
| General Accounting/Bookkeeping    |          |
| Management Overhead (Specify)     |          |
| Other (Specify): Business License | \$ 50.00 |

TOTAL INDIRECT COSTS \$51.25

**TOTAL DIRECT AND INDIRECT COST**

\$ 9,982.74

PROFIT (Please enter percentage:)

6.00%

\$ 598.96

**TOTAL MONTHLY COSTS**

\$ 10,581.70

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$516.25, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$10,581.70.

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

AT: Whittier Public Health Center

**DIRECT COST** (List each staff classification)

| Payroll:                        | FTE* | Hourly Rate (avg) | Monthly Salary     |
|---------------------------------|------|-------------------|--------------------|
| 0                               | 0.00 | \$ -              | \$ -               |
| 0                               | 0.00 | \$ -              | \$ -               |
| 0                               | 0.00 | \$ -              | \$ -               |
| Housekeeper I & II              | 2.00 | \$ 9.70           | \$ 3,375.60        |
| 0.00                            | 0.00 | \$ -              | \$ -               |
| <b>Total Salaries and Wages</b> |      |                   | <b>\$ 3,375.60</b> |

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 2.00             | \$ -                       |
| Holiday Reserve       | 2.00             | \$ 37.08                   |
| Vacation & Sick Leave | 2.00             | \$ 64.89                   |
| <b>Total Benefits</b> |                  | <b>\$ 203.94</b>           |

**Payroll Taxes** (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|                     |    |             |
|---------------------|----|-------------|
| FICA & MDCR         | \$ | 273.83      |
| FUTA                | \$ | 28.64       |
| SUI                 | \$ | 107.39      |
| CGL                 | \$ | 89.49       |
| Worker's Comp       | \$ | 537.16      |
| Total Payroll Taxes |    | \$ 1,036.50 |

**Supplies & Services**

|                           |    |             |
|---------------------------|----|-------------|
| Uniforms                  | \$ | 30.75       |
| Paper Supplies            |    | \$907.13    |
| Trash Liners              | \$ | 102.50      |
| Hand Soaps                |    | \$153.75    |
| Walk Off Mats             | \$ | 128.13      |
| Vehicle/Allowance         |    | \$0.00      |
| Gas/Oil                   | \$ | -           |
| Startup Equip             | \$ | -           |
| Equip Repair              |    | \$0.00      |
| Equip Depreciation        | \$ | 21.65       |
| Monthly Supplies          | \$ | 169.97      |
| Trash Removal             |    | \$394.63    |
| Pest Control              |    | \$87.13     |
| Mop Cleaning              | \$ | 51.25       |
| Window Cleaning           | \$ | 153.75      |
| Total Supplies & Services |    | \$ 2,200.64 |

**TOTAL DIRECT COSTS** \$ 6,816.68**INDIRECT COST** (List all appropriate)

|                                |                  |                |
|--------------------------------|------------------|----------------|
| General Accounting/Bookkeeping |                  |                |
| Management Overhead (Specify)  |                  |                |
| Other (Specify):               | Business License | \$ 50.00       |
| <b>TOTAL INDIRECT COSTS</b>    |                  | <b>\$51.25</b> |

**TOTAL DIRECT AND INDIRECT COST** \$ 6,867.93

PROFIT (Please enter percentage:) 6.00% \$ 412.08

**TOTAL MONTHLY COSTS** \$ 7,280.01

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$355.15, for emergency or expanded services only, which is over and above the Total Monthly Costs of \$7,280.01.

## BUDGET FOR HOUSEKEEPING SERVICES

AT: County Public Health Lab-Downey

DIRECT COST (List each staff classification)

| Payroll:    | FTE* | Hourly Rate (avg) | Monthly Salary                  |
|-------------|------|-------------------|---------------------------------|
| Supervision | 0.50 | \$ 18.00          | \$ 1,566.00                     |
| 0           | 0.00 | \$ -              | \$ -                            |
| 0           | 0.00 | \$ -              | \$ -                            |
| Day Porter  | 1.10 | \$ 9.46           | \$ 1,810.64                     |
| Housekeeper | 2.63 | \$ 10.15          | \$ 4,636.01                     |
|             |      |                   | <b>Total Salaries and Wages</b> |
|             |      |                   | \$ 8,012.66                     |

\*FTE = Full Time Equivalent Positions

| Employee Benefits     | No. of Employees | Monthly Cost per FTE (avg) |
|-----------------------|------------------|----------------------------|
| Medical Insurance     | 4.23             | \$ -                       |
| Holiday Reserve       | 3.73             | \$ 49.76                   |
| Vacation & Sick Leave | 3.73             | \$ 69.66                   |
|                       |                  | <b>Total Benefits</b>      |
|                       |                  | \$ 444.86                  |

Payroll Taxes (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)

|               |        |                            |
|---------------|--------|----------------------------|
| FICA & MDCR   | 7.65%  | \$ 647.00                  |
| FUTA          | 0.80%  | \$ 67.66                   |
| SUI           | 3.00%  | \$ 253.73                  |
| Worker's Comp | 14.00% | \$ 1,184.05                |
| CGL           | 2.50%  | \$ 368.29                  |
|               |        | <b>Total Payroll Taxes</b> |
|               |        | \$ 2,520.72                |

Supplies & Services

|                           |    |              |
|---------------------------|----|--------------|
| Uniforms                  | \$ | 57.60        |
| Paper Supplies            | \$ | 1,370.00     |
| Trash Liners              | \$ | 400.00       |
| Hand Soaps                | \$ | 300.00       |
| Walk Off Mats             | \$ | 150.00       |
| Startup Equip             | \$ | 45.00        |
| Equip Repair              | \$ | 40.00        |
| Equip Depreciation        | \$ | 135.31       |
| Monthly Supplies          | \$ | 359.59       |
| Trash Removal             | \$ | -            |
| Pest Control              | \$ | 185.00       |
| P.Lot Sweeping            | \$ | -            |
| Window Cleaning           | \$ | 75.00        |
| Total Supplies & Services |    | \$ 3,117.51  |
| TOTAL DIRECT COSTS        |    | \$ 14,095.74 |

INDIRECT COST (List all appropriate)

|                                   |  |                             |
|-----------------------------------|--|-----------------------------|
| General Accounting/Bookkeeping    |  |                             |
| Management Overhead (Specify)     |  |                             |
| Other (Specify): Business License |  |                             |
|                                   |  | <b>TOTAL INDIRECT COSTS</b> |
|                                   |  | \$635.75                    |

|                                       |       |             |
|---------------------------------------|-------|-------------|
| <b>TOTAL DIRECT AND INDIRECT COST</b> |       | \$14,731.49 |
| PROFIT (Please enter percentage:)     | 6.00% | \$ 883.58   |
| <b>TOTAL MONTHLY COSTS</b>            |       | \$15,615.08 |

NOTE: The Total Monthly Unscheduled Work Fund (Sub-paragraph 5.7 in Agreement) Cost is \$780.75, for emergency or expanded services only, which is over and above the Total Monthly Cost of \$15,615.08.

## BUDGET SHEET FOR HOUSEKEEPING SERVICES

EXHIBIT B-6

## Public Health Laboratory Trailer Office

| Payroll:  | FTE*             | Hourly Rate (avg)          | Monthly Salary   |
|---|------------------|----------------------------|------------------|
| Cleaner   | 0.24             | \$ 9.22                    | \$ 381.02        |
| Floorcare   | 0.05             | \$ 15.50                   | \$ 124.14        |
|   |                  |                            | <u>\$ 505.15</u> |
| <b>*FTE = Full Time Equivalent Positions</b>  |                  |                            |                  |
| <b>Employee Benefits</b>  | No. of Employees | Monthly Cost per FTE (avg) |                  |
| Medical Insurance   | 0.28             | \$                         | 29.14            |
| Holiday Reserve   | 0.28             | \$                         | 11.10            |
| Vacation & Sick Leave   |                  |                            |                  |
|   |                  |                            | <u>\$ 40.25</u>  |
| <b>Payroll Taxes (List all appropriate, e.g., FICA, SUI, Worker's Compensation, etc.)</b> |                  |                            |                  |
| FICA & MDCR   |                  | \$                         | 41.72            |
| FUTA  |                  | \$                         | 4.36             |
| SUI   |                  | \$                         | 25.09            |
| CGL   |                  | \$                         | 10.91            |
| Worker's Comp   |                  | \$                         | 76.36            |
|   |                  |                            | <u>\$ 158.44</u> |
| <b>Supplies &amp; Services</b>  |                  |                            |                  |
| Uniforms  |                  | \$                         | -                |
| Paper Supplies  |                  | \$                         | -                |
| Trash Liners  |                  | \$                         | -                |
| Hand Soaps  |                  | \$                         | -                |
| Walk Off Mats   |                  | \$                         | -                |
| Vehicle/Allowance   |                  | \$                         | -                |
| Gas/Oil   |                  | \$                         | -                |
| Startup Equip   |                  | \$                         | -                |
| Equip Repair  |                  | \$                         | -                |
| Equip Depreciation  |                  | \$                         | -                |
| Monthly Supplies  |                  | \$                         | 27.27            |
| Trash Removal   |                  | \$                         | -                |
| Pest Control  |                  | \$                         | -                |
| FALSE   |                  | \$                         | -                |
| Window Cleaning   |                  | \$                         | -                |
|   |                  |                            | <u>\$ 27.27</u>  |
|   |                  |                            | <u>\$ 731.11</u> |
| General Accounting/Bookkeeping  |                  |                            |                  |
| Management Overhead (Specify)   |                  |                            |                  |
| Other (Specify):  | Business License | \$                         | 5.45             |
|   |                  |                            | <u>\$5.45</u>    |
|   |                  |                            | <u>\$736.56</u>  |
| PROFIT (Please enter percentage:)   | 6.00%            | \$                         | 44.19            |
|   |                  |                            | <u>\$780.75</u>  |